

**Consultant Urological Surgeon with an interest in Robotic Upper Tract Surgery**







V&A Dundee: Visit Scotland / Kenny Lam



Tay Rail Bridge seen from The Law: Visit Scotland / Kenny Lam

Closing Date: 23/04/2024

Interview Date: 15/05/2024

Welcome from the Recruitment Team

Welcome to NHS Tayside

Thank you for your interest in working for NHS Tayside and we hope you are encouraged to apply for one of the many excellent employment opportunities we currently have on offer.

If you are new to making an application to NHS Tayside we ask you to take the time to read through this information to learn more about us. We have also included links you may wish to read.

NHS Tayside follows a fair and consistent recruitment and selection process to ensure recruitment decisions are based on candidate skills, knowledge, experience and qualifications. To ensure fairness to all applicants, decisions to shortlist you for interview will be based solely on the information you supply within your application. Therefore, it is important that you complete all sections of the application with as much information as possible.

If you have a disability or long-term health condition, the Board is committed to offering reasonable adjustments throughout the recruitment process and employment. If you require further information or support please contact the Recruitment Team.

If this is the first time you have applied for an NHS Tayside vacancy via our eRecruitment system (Jobtrain), you will be asked to create an account. Please make sure the email address submitted is correct as this will be our primary method of contact during each stage of the recruitment process. You will receive emails from our eRecruitment system throughout the process, you can reply to these and they will be received by our Medical Recruitment Team. Please ensure you check the email account, including junk/spam folders regularly.

We look forward to hearing from you and wish you success with your application.

  

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The McManus Dundee Art Gallery Museum: Visit Scotland / Kenny Lam

NHS Tayside



Urology Department

Consultant in Robotic Upper Tract Surgery and General Urology

Full Time

10 PAs per week

We have an exciting opportunity available in one of the UK’s most up and coming and rapidly developing Cities.

NHS Tayside seeks to appoint a Consultant General Urologist with an interest in Upper tract surgery

**Job Description**

An exciting opportunity has arisen for a Consultant Urologist with special interest in Robotic Upper Tract Surgery (10 PAs per week) to join the Tayside Regional Urology Service. This is a permanent post based primarily at Perth Royal Infirmary but with further sessions at Ninewells.

The Consultant Urologist to be appointed will have a major commitment to provide robotic upper tract urology services along with general and endourology services. In addition, they will also provide services to the emergency urology to complement the existing team in NHS Tayside. For detailed outline of the job please see job description.

NHS Tayside is supportive of continuous professional development, and all of our posts include 2 PAs for supporting professional activities (pro-rata).

Applications will be considered from those wishing to work less than full time.

Applicants should have full GMC registration and a licence to practise, and be on the specialist register or be within 6 months of the anticipated award of a CCT or CESR (CP) at the time of interview. If you have appropriate specialist training and experience but are not listed on the GMC Specialist Register you can be considered for a Locum Consultant post (up to 12 months) if no substantive Consultant appointment is made. Whilst in locum employment, you can apply to obtain a CESR and enter onto the Specialist Register.

Informal enquiries can be made to Mr G M Nandwani, Clinical Lead in urology (01382 660111, Ext 35634) [Ghulam.Nandwani@nhs.scot](#),

We are a Skilled Worker visa sponsorship employer and as such, welcome applications from international candidates. Further information can be found at [https://www.gov.uk/skilled-worker-visa](#)

Short-listed applicants will be contacted by email.   Please check your emails regularly, including your junk/spam folder.

NHS Scotland is committed to encouraging equality and diversity among our workforce and eliminating unlawful discrimination. The aim is for our workforce to be truly representative and for each employee to feel respected and able to give their best. To this end, NHS Scotland welcomes applications from all sections of society.

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| **Section 2: Living in Tayside** |

When choosing somewhere to work and live, quality of life is key. Tayside is one of the few locations in the UK which combines the best of both worlds – city facilities in Dundee and Perth on a friendly community scale, and easy access to some of the most stunning countryside in Scotland. Set on the spectacular Tay Estuary, Dundee, the principal city in Tayside and the sunniest city in Scotland, sits in a landscape of wild beaches, championship golf courses, quaint costal villages and beyond them, Scotland’s famous mountains and glens.

Dundee is conveniently located within easy reach of three other large cities in Scotland – Edinburgh, Glasgow and Aberdeen and within a 90 minute drive from 90% of Scotland’s population. There are excellent road, rail and bus links to all 3 cities and London is six hours by rail and just over an hour by air from Dundee airport, flying direct to Heathrow Airport. There is a vibrant arts scene in Dundee and beyond. Scotland’s first design museum, The V&A Museum of Design, opened in 2019 as part of significant ongoing investment and redevelopment of Dundee waterfront including the forthcoming development of the Eden Project, Dundee. Dundee is the UK’s only UNESCO City of Design. Within Dundee, in addition to the new waterfront development, there are a number of attractions to suit all ages including Discovery point, the Dundee Contemporary Arts centre and the Dundee Science Centre.

Beyond Dundee, the River Tay and its estuary, the coasts of Angus and Fife and the nearby hills and mountains of Perthshire offer scope for almost any outdoor activity. Furthermore, St. Andrews home to a number of world famous golf courses, picturesque town and beach, is only a short drive away. Whether you want to live in the rural countryside, a seaside village or one of Tayside’s vibrant cities or towns, there is a variety of housing choices to suit all budgets. The salaries of employees in Dundee currently go further on the property ladder than almost any other city in the UK. There are a good variety of primary and secondary schools. There is also the option of private schooling with schools to choose from in Dundee City, St Andrews and Perth and Kinross. Further information about these areas can be found by clicking these links [Dundee](#) [Angus](#) [Perth & Kinross](#) [Fife](#) [Scotland](#)



Cairngorms National Park Visit Scotland / Jakub Iwanicki Lunan Bay, Near Montrose Visit Scotland / Paul Tomkins

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| **Section 3: NHS TAYSIDE** |

This post offers the opportunity to live and work in the Tayside region of central Scotland, widely regarded as one of the most scenic areas in the UK with a high quality of life.

NHS Tayside is the 4th largest board in Scotland led by our Chief Executive, Professor Grant Archibald, our Medical Director, Dr Pamela Johnston and our Executive Director of Nursing, Claire Pearce.

Our NHS Tayside Vision

“Everyone has the best care experience possible”

Our NHS Tayside Aim

To be the best at getting better

Our NHS Tayside Values

Care and Compassion

Dignity and Respect

Openness, Honesty and Responsibility

Quality and Teamwork

Tayside covers a wide area and three local councils (Perth & Kinross, Angus and Dundee City) and patients from North Fife also access services in Tayside. There are joint services between NHS Tayside and NHS Fife including ENT, Vascular Surgery and Interventional Radiology.

The approximate populations are:

* Tayside Population 410,000
  + Angus 116,000
  + Dundee 149,000
  + Perth and Kinross 148,000
* North East Fife 74,000

Ranked 1st in the UK for Medicine in the Complete University Guide 2021 and the Guardian University Guide 2021, the University of Dundee Medical School is integrated into the Ninewells Hospital campus and has an international reputation for excellence in teaching and high impact clinical research placing it amongst the best places in the world to study and to practice medicine.

Each of the three local councils now have a Health and Social Care Partnership (HSCP). Medicine for the Elderly is also hosted by the HSCPs and further development for other health services to be hosted by HSCPs rather than NHS Tayside is ongoing. NHS Tayside has a national reputation for models of service development, health informatics and quality improvement.

More information on the HSCPs can be found at

Angus: [https://www.angushscp.scot/](#)

Dundee: [https://www.dundeehscp.com/](#)

Perth & Kinross: [https://www.pkc.gov.uk/integration](#)

There are two hospitals which admit acute general medical patients and provide in-patient services; Ninewells Hospital, Dundee and Perth Royal Infirmary. The hospitals are 20 miles apart and there is a direct bus service to facilitate travel. There are a number of intermediate care hospitals in Angus and Perth & Kinross which also provide out-patient services. Ninewells Hospital and Medical School is a large teaching hospital for the University of Dundee, and houses most medical and surgical disciplines with supporting laboratory services. Stracathro Hospital has been developed as an outpatient diagnostic and treatment centre.

Further information about NHS Tayside can be found at [https://www.nhstayside.scot.nhs.uk/](#)

If you are thinking about joining us from overseas, further information can be found at [https://www.scotland.org/work/career-opportunities/healthcare](#)

**Teaching and Training Opportunities**

NHS Tayside has one of the largest and most successful teaching hospitals in Scotland. The University of Dundee Medical School was ranked 1st in the UK 2021 Complete University Guide. We have a growing national and international reputation for medical teaching and research and are recognised as a centre of excellence.

We successfully train Doctors, nurses and other healthcare professionals from all of the UK and the world, many of whom choose to remain in employment with NHS Tayside and continue to contribute to the development of the organization, promoting new techniques and going on to train the doctors, surgeons and nurses of tomorrow.

NHS Education for Scotland (NES) and NHS Tayside recruits junior medical staff both UK and worldwide. We are committed to providing a high standard of medical education and are able to offer training in a variety of specialties at foundation and specialty level, with the majority of training posts in the East of Scotland rotating through our Tayside Hospitals and Raigmore in Inverness.

Information regarding training with links to the appropriate UK websites can be found at [https://www.scotmt.scot.nhs.uk/](#) and [https://nes.scot.nhs.uk/](#)

We enjoy close links with the University of Dundee ([https://www.dundee.ac.uk/](#)) whose Medical School is renowned for preparing its medical students to become world-class doctors. Alongside NHS Tayside, the University of Dundee offers start-of-the-art medical teaching facilities including lecture theatres, seminar rooms, clinical skills training area, simulation rooms, computing suites, as well as library facilities at the main campus and within UDOTS on the Ninewells Site.

**What we can offer you**

Working with NHS Tayside offers a variety of opportunities and benefits:

* Access to the NHS pension scheme
* Assistance relocating to Tayside
* NHS Tayside is an equal opportunities employer and promotes work-life balance and family-friendly policies
* A Beautiful setting to live and work and to take time out after a busy day or week
* A wide range of affordable housing and some of the best schools in Scotland
* Access to a transport network offering easy travel links to the rest of the UK
* Offers and discounts through [https://www.nhsstaffbenefits.co.uk/](#) and [https://www.bluelightcard.co.uk/](#)
* Access to corporate passes and staff lottery through Tayside TREATS
* Supportive staff health and wellbeing services
* On-site accommodation
* On-site Community Gardens within grounds of Ninewells Hospital



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| **Section 4: UROLOGY SERVICES IN TAYSIDE** |

Tayside Urology has a long track record of investment in minimally invasive surgery in renal and prostate cancer. It is integrally involved in the proposed multi-speciality robotic surgical system being envisaged within the health board with the provision of robotic prostatectomy and a view to provision of partial nephrectomy in the near future. Tayside Health Board is working on a number of options to build Scottish Centre for Robotics Surgery Training and Teaching alongside clinical services with either onsite robotic machine or access to it within the region. The department of Urology offers state of the art clinical services in Holmium-YAG laser surgery for prostate and stone disease, laparoscopy for complex upper tract surgery and pelvic oncology, and transperineal prostate biopsy in addition to excellent diagnostic outpatient work.

The service comprises 24 beds within Ward 27 at Ninewells Hospital for major cancer, complex benign urological surgery and emergencies. General Urology and day surgery is provided principally at Perth Royal Infirmary through Ward 7.

The department has a well-developed endo-urology service with capability for endoscopic laser lithotripsy in all urology theatres and for primary stone treatment in the emergency theatre at Ninewells. There is excellent support from a large and dynamic team of interventional radiologists. A full on call rota of interventional radiology provides 24 hrs support to urology cases. Urology also offers state-of-art clinical services in Holmium-YAG laser surgery for prostate which is provided at Perth Royal Infirmary.

Outpatients are seen in Ninewells and Perth Royal infirmary with a ‘One Stop’ model including flexible cystoscopy and prostate biopsy in the Tayside Urology Treatment Centre on the Perth site. Urology Consultants are supported by a well-established team of Specialist Nurses. Experienced senior specialist nurses provide both diagnostic and check flexible cystoscopy as well as transrectal prostate biopsy. Consultants are supported by an on call urology middle grade rota.

Tayside has a multispecialty robot and urology has well developed robotic prostatectomy programme and there is a plan to utilise robot for upper tract and radical cystectomy procedures. Tayside Health Board is working on to get a second robot due to increasing demand of the robotic procedures and also looking at options to build Scottish Centre for Robotics Surgery Training and Teaching alongside clinical services with either onsite robotic machine or access to it within the region.

The unit has specific interest in teaching surgical skills and runs a number of courses through the Surgical Skills Centre of Dundee Institute for Healthcare Simulation (formally Cuschieri Surgical Skills Centre).

**Current Staffing in Department of Urology, NHS Tayside**

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| --- | --- | --- | --- |
| *Consultants* | *Main Location* | *Additional Role* | *Subspecialty* |
| Mr Martindale | Ninewells/PRI | Surgical Lead PRI | General / renal surgery (lap) |
| Mr Nandwani | Ninewells/PRI | Clinical Lead | Pelvic oncology / bladder cancer / reconstruction |
| Mr Kalpee | Ninewells/PRI | AES | General / endourology/ HOLEP |
| Professor Nabi | Ninewells | AES | Robotic prostatectomy / Pelvic Oncology |
| Mr Rajendran | Ninewells/PRI | CS | General / renal surgery (lap / open) |
| Mr Uddin | Ninewells/PRI | CS | General / Stone / Endourology |
| Vacant post | Ninewells/PRI | CS | General / Stone / Endourology |
| New post | Ninewells/PRI | CS | Robotic Prostate / General Urology |
| Vacant post | Ninewells/PRI | CS | Robotic Upper Tract / General Urology |
| Mr P Bollina | Ninewells/PRI | CS | General Urology |

Current junior staffing at Ninewells Hospital:

ST x 3

CT x 1

FY1x 6

Clinical Fellow x 4

Divisional management team comprises:

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| Clinical Director | Mr P Spielmann |
| Clinical Services Manager | Ms C Navin |

Further Departmental Information available at

www.nhstayside.scot.nhs.uk/OurServicesA-Z/ENT/index.htm

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| **SECTION 5: MAIN DUTIES AND RESPONSIBLITIES**  **(Job Description)** |

This is a full-time post (10 PA’s per week – 8 +2) with on call commitment at a frequency of 1:7.

The post is based at Perth Royal Infirmary with further sessions and on call commitments at Ninewells Hospital.

The Consultant Urologist appointed will, along with the other members of the team, have a commitment to providing urological surgical services to the patients of Tayside, Angus and North East Fife. The consultant and specialist nurse teams subdivide to provide the necessary infrastructure to efficiently cover the emergency and elective Urological workload throughout the region. The Urology team responds to changing needs and aims to work flexibly, ensuring maximum efficiency in the management of patients as well as aiming to meet or exceed local and national measures of performance.

The Consultant Urologist to be appointed will have a major commitment to provide upper tract cancer management along with general and endourology services. The appointee would join the existing team of surgeons and interventional radiologists to meet the increasing demand for urological care and the surgical management of urological diseases including diagnostic tests and developments in minimally invasive treatment.

The appointee will work with the clinical and management teams to further strengthen the aims of the urology department within the NHS Scotland National Clinical Strategy and the NHS Tayside’s own Integrated Clinical Strategy.

**(d) Endoscopy**

The new appointee will be allocated appropriate flexible cystoscopy sessions.

**YOUR ROLES**

**Provide high quality care to patients:**

* Contribute to the provision of an elective urology surgical service to the people of Tayside in accordance with modern evidence based practice and current guidelines.
* Maintain GMC specialist registration and hold a licence to practice
* Participate in the annual appraisal process
* Develop and maintain the competencies required to carry out the duties of the post
* Ensure patients and families are involved in decisions about their care and respond to their views

**Research, Teaching and Training:**

* Where possible to collaborate with academic and clinical colleagues to enhance NHS Tayside’s research portfolio, at all times meeting the full requirements of Research Governance
* To provide high quality teaching to medical undergraduates and members of other health care professions as required by the Operational Medical Director
* To act as educational and/or clinical supervisor as delegated by the Clinical Director to ensure external accreditation of training posts with an appropriate allocation of SPA times for these roles

**Medical Staff Management:**

* To work with colleagues to ensure junior doctors’ are complaint in line with EWTD and New Deal
* To ensure that adequate systems and procedures are in place to control and monitor leave for junior medical staff and to ensure that there is appropriate cover within the clinical areas, including on-call commitments
* To participate in the recruitment of junior medical staff as and when required
* To participate in team objective setting as part of the annual job planning process

**Governance**

* Participate in clinical audit, incident reporting and analysis to ensure resulting actions are implemented
* Ensure clinical guidelines and protocols are adhered to by doctors in training and updated on a regular basis
* Keep fully informed about best practice in the specialty areas and ensure implications for practice changes are discussed with the Clinical Director
* Role model good practice for infection control to all members of the multidisciplinary team

**Strategy and Business Planning**

* To participate in the clinical and non-clinical objective setting process for the directorate

**Leadership and Team Working**

* To demonstrate excellent leadership skills with regard to individual performance, clinical teams and NHS Tayside and when participating in national or local initiatives
* To work collaboratively with all members of the team
* To resolve conflict and difficult situations through negotiation and discussion, involving appropriate parties
* Adhere to NHS Tayside and departmental guidelines on leave including reporting absence
* Adhere to NHS Tayside values

**Annual Appraisal & Job Planning**

You shall be required to participate in annual appraisal. Job planning is linked closely with, but is separate to, the agreed appraisal scheme for consultants. The job plan review will take into account the outcome of the appraisal discussion and reflect the agreed personal development plan

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| **Section 6: NHS Tayside – Indicative Job Plan** |

An outline job plan for this post is as follows:

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|  | **Morning** | **Afternoon** |
| **Monday** | Admin | MDT |
| **Tuesday** | New Patient Clinic (Perth) | SPA |
| **Wednesday** | Flexible cystoscopy (Perth) | Theatre (Perth) |
| **Thursday** | Specialist Clinic (Perth or NW) | SPA |
| **Friday** | Theatre (NW) | Theatre (NW) |

This is a representative example of one week in a job plan based on a 7 week cycle. All Consultants are expected to work flexibly throughout Tayside to cross-cover commitments. Final job plans will be determined in conjunction with the Clinical Lead.

Flexible working within the agreed job plan will be expected to maximise the utilisation of sessions, particularly operating lists vacated by another surgeon on leave or on call. Ongoing review of urology services across Tayside and other developments may alter the location and timing of sessions, particularly emergency receiving at some time in the future.

Extra programmed activities may be available by negotiation with the Operational Medical Director

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| **SECTION 7: PERSON SPECIFICATION** |

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| **Person’s Specifications:** | | | |
| **POST: CONSULTANT UROLOGST** | | | |
| **Criterion** | **Essential** | **Desirable** |
| **Qualifications and Training** | * FRCS (Urol) or equivalent * Full registration with GMC * Inclusion on the GMC Specialist Register or within six months of expected date of CCT | * Post graduate qualification in research |
| **Clinical Specialty Skills** | * Robotic surgical skills in the management of Upper tract cancer * Management of core and General Urology cases * Management of acute urology cases | * Evidence of initiating and implement quality improvement activity |
| **Skills, knowledge and aptitude**  *(e.g. communication or organisations skills, proven work record)* | * Evidence of working in a multidisciplinary team * Ability to organise and prioritise complex demands * Evidence of teaching and training skills for junior doctors * Effective communication skills | * Management training * IT skills * Post graduate qualification in teaching * Interest to develop & lead research activity |
| **Experience** | * Relevant experience in robotic upper tract surgery (preferred evidence by a logbook) * Evidence of clinical audit | * General urology and Endourology |
| **Personal Skills** | * Commitment to good team working and relationships, supportive and tolerant * Commitment to training and continuing medical education * Good leadership skills, enthusiasm and ability to work under pressure * Caring attitude to patients |  |
| **Other Requirements** | * Will normally be required to be available for emergencies within 20 minutes. | * Flexibility to respond to changing service needs |

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| **SECTION 8: FURTHER INFORMATION / CONTACT DETAILS** |

Application Process:

To apply for this post please complete the application via [https://apply.jobs.scot.nhs.uk/](#). NHS Scotland does not accept CV’s in addition to/instead of a completed application form. Your CV will not be provided to the interview panel for shortlisting. NHS Tayside is unable to accept written applications; all applications must be submitted via eRecruitment system, jobtrain.

All adverts will close at midnight on the advertised closing date.

**Regulatory Body: General Medical Council & General Dental Council:** In the UK, the General Medical Council (GMC) and the General Dental Council (GDC) are the public bodies that maintain the official register of medical and dental practitioners within the United Kingdom. Their chief responsibility is to “protect, promote and maintain the health and safety of the public” by controlling entry to the register, and suspending or removing members when necessary. It also sets the standards for medical schools in the UK. To practice medicine and dentistry in Scotland, you must have a valid GMC/GDC Registration with a Licence to Practice – this is known as Full Registration. To find out more visit the [GMC website](#).

Appointment to a substantive consultant post in the UK National Health Service requires the applicant to be listed on the [General Medical Council (GMC) Specialist Register](#). Doctors with a Certificate of Completion of Training (CCT) or a Certificate of Eligibility for Specialist Registration via the Combine Programme (CESR)(CP) who have completed an approved training programme in the UK and are eligible for entry onto the Specialist Register. Applicants can be short-listed if they are within six months of obtaining a CCT, CESR (CP) and must have written evidence of the confirmed date.

You may be eligible for direct entry onto the Specialist Register if you are a national of an EEA country (or Switzerland) and you have a specialist medical qualification that is acceptable for mutual recognition. Alternatively, the applicant should possess a Certificate of Eligibility for Specialist Registration (CESR). A CESR enables doctors who have not completed an approved UK training programme to demonstrate their knowledge, skills and experience are equivalent to the relevant CCT curriculum to join the Specialist Register. Further information is available for those interested in the [CESR route](#)

We are a Skilled Worker visa sponsorship employer and as such, welcome applications from international candidates. Further information can be found at [https://www.gov.uk/skilled-worker-visa](#)

NHS Tayside is proud to be a Disability Confident Employer and is committed to the employment and career development of people with disabilities and will interview applicants who consider themselves to have a disability and who meet the ‘minimum criteria’ for a job vacancy. A request under the ‘Job Interview Guarantee’does not guarantee a job. It allows the opportunity to apply for a vacancy and be interviewed.

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| **SECTION 9: TERMS AND CONDITIONS OF EMPLOYMENT** |

This appointment is offered on the terms and conditions of service of the Consultant Contract in accordance with the Hospital Medical & Dental Staff (Scotland) and current General Whitley Council. Further information can be found here [https://www.msg.scot.nhs.uk/pay/medical](#)

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| **JOB TITLE** | Consultant Urological Surgeon |
| **TYPE OF CONTRACT** | Permanent |
| **Hours of work** | 10 PAs (40 hours per week full time) |
| **Location** | Based at Ninewells, Dundee. You may be required to work at any of NHS Tayside sites as part of your role. |
| **Salary** | £91,474 to £121,548 per annum (pro rata if applicable)  Placing on the salary scale will be on the minimum point unless the successful applicant has previous experience in a NHS Consultant post or previous non-NHS experience equivalent to that gained in a NHS Consultant post.  Salary is paid monthly by Bank Credit Transfer into a UK bank account |
| **Arrangement of Duties** | To be organised through Job Planning after appointment |
| **Leave** | 33 days annual leave and 8 public holidays |
| **References** | Jobs are offered following receipt of two satisfactory written references. At least one reference must be from your current/most recent employer. |
| **Occupational Health Check** | All appointments will be made subject to the receipt of a satisfactory Pre-Employment Occupational Health Check |
| **Superannuation** | New entrants to NHS Tayside who are aged over sixteen but under seventy five will be enrolled automatically into membership of the NHS Pension Scheme. Should you choose to “opt out” arrangements can be made to do this via [https://pensions.gov.scot/nhs](#) |
| **General Provisions** | You will be expected to work with local managers and professional colleagues in the efficient running of services and will share with Consultant colleagues in the medical contribution to management. Subject to the provision of the Terms and Conditions, you are expected to observe the organisation’s agreed policies and procedures and to follow the standing orders and financial instruction of NHS Tayside, in particular, where you manage employees of the organisation, you will be expected to follow the local and national employment and personnel policies and procedures. You will be expected to make sure that there are adequate arrangements for hospital staff involved in the care of your patients to be able to contact you when necessary. |
| **Removal Expenses** | Assistance with removal and associated expenses may be awarded |
| **Tobacco Policy** | NHS Tayside operates a No Smoking Policy in all premises and grounds |
| **Disclosure Scotland** | This post is considered to be in the category of “Regulated Work” and therefore requires a Disclosure Scotland Protection of Vulnerable Groups Scheme (PVG) Membership |
| **Confirmation of Eligibility to work in the UK** | NHS Tayside has a legal obligation to ensure that it’s employees, both EEA and non EEA nationals, are legally entitled to work in the United Kingdon. Before any person can commence employment with NHS Tayside they will need to provide documentation to prove that they are eligible to work in the UK. Non EEA nationals will be required to show evidence that either Entry Clearance or Leave to Remain in the UK has been granted for the work which they are applying to do. Where an individual is subject to immigration control under no circumstances will they be allowed to commence until right to work in the UK has been verified. |
| **Rehabilitation of Offenders Act 1974** | The Rehabilitation of Offenders Act 1974 allows people who have been convicted of certain criminal offences to regard their convictions as “spent” after the lapse of a period of years. However, due to the nature of work for which you are applying this post is exempt from the provisions of Section $ of the Rehabilitation of Offenders Act 1974 by virtue of the Rehabilitation of Offenders Act 1974 (Exceptions Orders 1975 and 1986). Therefore, applicants are required to disclose information about convictions which for other purposes are “spent” under the provision of the act in the event of employment. Failure to disclose such convictions could result in dismissal or disciplinary action by NHS Tayside. Any information given will be completely confidential. |
| **Medical Negligence** | In terms of NHS Circular 1989 (PCS) 32 dealing with Medical Negligence the Health Board indemnity will cover only Health Board responsibilities. Paragraph 63 of the General Medical Council’s Good Medical Practice requires you to have the adequate insurance or indemnity cover. You may wish to consider taking out additional medical indemnity e.g with a Medical Defence Organisation to ensure that you have indemnity for the whole of your practice. |
| **HEALTH AND SAFETY** | All employees have a responsibility for their own health & safety and the health & safety of others who may be affected by what they do. Employees also have a duty to co-operate with their employer by following NHS Tayside policies and procedures and safe systems of work; by using equipment safely and by bringing any shortcomings in health and safety arrangements to the attention of their employer. Where something is provided in the interests of health & safety employees must not interfere or misuse it. All employees have a legal responsibility to report any shortcomings in terms of this in their area. Managers and supervisors have a responsibility for monitoring health & safety arrangements and ensuring staff are following policies and procedures and safe systems of work. |
| **Notice** | Employment is subject to three months’ notice on either side, subject to appeal against dismissal |
| **Social Media Policy** | You are required to adhere to NHS Tayside’s Social Media policy, which highlights the importance of confidentiality, professionalism and the acceptable behaviours when using social media. It sets out the organisation’s expectation to safeguard staff in their use of social media |
| **Responsibility for Records Management** | All records created in the course of the business of NHS Tayside are corporate records and are public records under the terms of the Public Records (Scotland) Act 2011. This includes email messages and other electronic records. It is your responsibility to ensure that you keep appropriate records of your work in NHS Tayside and manage those records in keeping with the NHS Tayside Records Management Policy and with any guidance produced by NHS Tayside specific to your employment. |



Ninewells Hospital, Dundee