

## JOB DESCRIPTION – Medical Officer

### 1. JOB DETAILS

Job Holder:

Job Title: **Medical Officer**

Immediate Senior Officer: **Senior Medical Officer**

Area of Responsibility: **West Dunbartonshire HSCP Addiction Services**

Employer: **NHS Greater Glasgow and Clyde Alcohol and Drug Recovery Services**

Location: **Dumbarton Joint hospital/ Clydebank Addiction team**

### 2. JOB PURPOSE

The Medical Officer will be working in West Dunbartonshire Community Alcohol and Drug Teams. He/she will have a clinical caseload and will be providing a comprehensive medical addiction service for those who suffer from problem drug and/or alcohol use. He/she will be supported by other members of the team i.e. nurses, addiction workers, social workers, administrative/clerical staff etc.

### 3. DIMENSIONS

West Dunbartonshire has some of the highest prevalence of problem drug use and alcohol related harm within GG&C. Reducing harm and promoting recovery for individuals with substance use problems is a key priority to improve the public health and wellbeing of the city and health board. Substance use related outcomes are worst in the most deprived communities and, according to the Scottish Index of Multiple Deprivation, the health board area and West Dunbartonshire in particular, continues to have some of the highest concentrations of multiple deprivation in Scotland by some considerable margin. Therefore, providing high quality accessible treatment and care services for substance use in this area is an important component of reducing health inequalities.

West Dunbartonshire Addiction Services is a dynamic alcohol and drug service. We deliver and commission services from tier 1 e.g. public health to tier 4 e.g. inpatient and psychiatric services. We are involved in the wider GG&C Alcohol and Drug Recovery Services (ADRS)

and we are one of the Health and Social Care Partnerships within NHS Greater Glasgow and Clyde (GGC)

The system of care is designed to support service users in every aspect of their recovery journey and includes:

- Extensive injecting equipment provision and naloxone programme
- Outreach Services
- Care And Treatment (CAT) Teams made up of nursing staff, social care/work staff, Medical Officers and Independent Prescribers and offering comprehensive health and social care services in the community.
- West Dun Shared Care Service.
- Inpatient services
- Day hospital services
- Drug Testing and Treatment Order services
- Addiction Liaison Services
- Alcohol Related Brain Damage services
- Commissioned Services-
  - Community Rehabilitation
  - Stabilisation Residential Unit
  - Abstinence Based Residential Rehab

Medical staff are either employed as Psychiatrists to tier 3 and 4 services or as Medical Officers and Senior Medical Officers (Clinical Lead) to tier 3 (community) services. In West Dunbartonshire there are currently 1 Medical Officer (MO), 2 Independent Prescribers (IP) and 1 Consultant Addictions Psychiatrist based predominantly in integrated (health and social care) Addiction teams and 1 Senior Medical Officer (SMO).

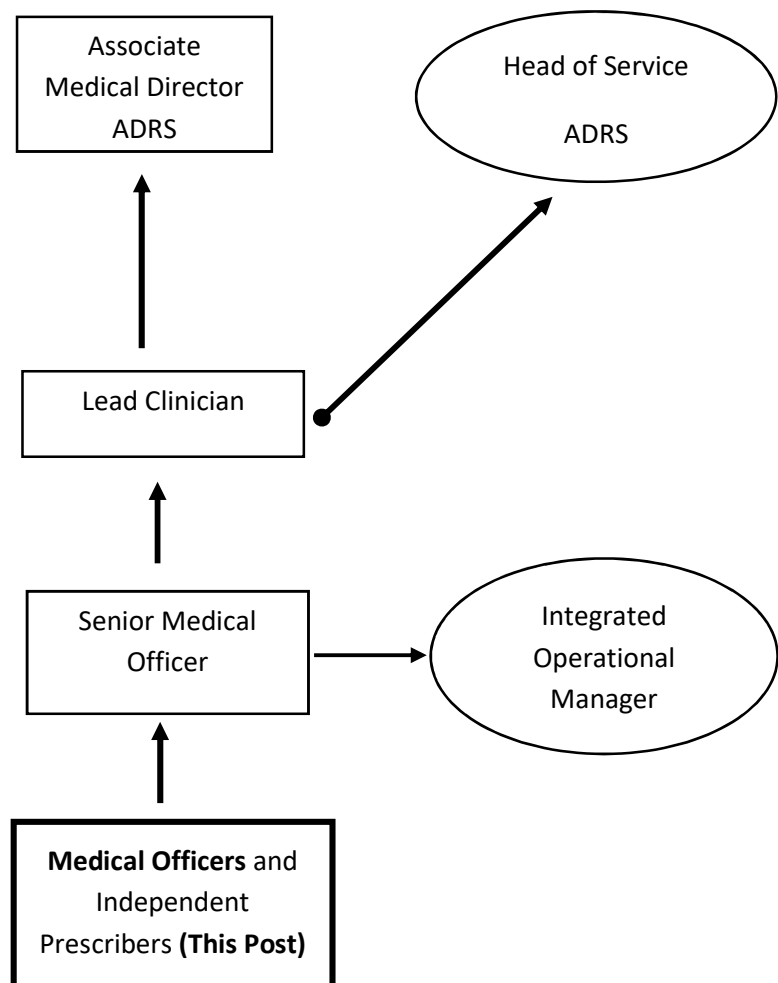
MOs, IPs and SMOs are involved in treatment and care of individuals with substance misuse (predominantly but not exclusively opiate substitute treatment and alcohol interventions).

**Below are some Senior Permanent Medical Staff within GG&C ADRS:**

Dr Saket Priyadarshi	Senior Medical Officer, Associate Medical Director
Dr Trina Ritchie	Senior Medical Officer, Lead Clinician
Dr Arun Menon	Consultant Psychiatrist, North-West Glasgow and East Dunbartonshire / Eriskay House, Lead Clinician
Dr Jamie Fair	Consultant Psychiatrist, Northeast Glasgow / Eriskay House
Dr Anna Fletcher	Consultant Psychiatrist, West Dunbartonshire/Kershaw
Dr Anupam Agnihotri	Consultant Psychiatrist, South East Glasgow
Dr Assen Rizov	Consultant psychiatrist, South West Glasgow and ARBD Team
Dr Audrey Hillman	Consultant Psychiatrist, S Clyde
Dr Roger Sykes	Consultant Psychiatrist, S Clyde
Dr Beate Beck-Schwahn	Consultant Psychiatrist, S Clyde

Dr Paula McMahon	Consultant Psychiatrist, S Clyde
Dr Iain MacKay	Consultant Psychiatrist, East Renfrewshire/Kershaw Unit
Dr Charles McMahon	Consultant Psychiatrist, Enhanced Drug Treatment Service
Dr Katie Browne	Senior Medical Officer, South Glasgow
Dr Laura Sills	Senior Medical Officer, Northeast Glasgow and CNS
Dr Holly Gilbertson	Senior Medical Officer, Northwest Glasgow
Dr Emma Motaleb	Senior Medical Officer, West Dunbartonshire

#### 4. ORGANISATIONAL CHART



#### 5. ROLE OF MEDICAL OFFICERS

##### Core tasks include:

- new patient assessment including diagnosis for individuals presenting with problem substance use
- substitute and other addictions prescribing
- routine medical reviews

- unplanned reviews for unforeseen clinical addiction issues
- clinical communication to GPs and other professionals
- management of addiction related physical and mental health issues
- proactive role in clinic management including pre and post clinic meetings
- BBV screening and access to treatment
- case reviews with care manager
- contribution to care governance as part of professional development (audit, incident reporting etc.)
- team communication / team meetings / medical officer meetings
- providing cover for colleagues when necessary
- no out of hours duties

The Medical Officer will make independent clinical decisions, on a daily basis. He/she will be able to take advice from Senior Medical Officer if required. Based on sound decision and judgment, he/she will be providing clinical leadership to other members of his/her multi-disciplinary team(s) on the management of individual cases.

The management of cases is guided by various national and local policies, guidelines, and protocols within an ethical framework.

The Medical Officer will be a core member of:

- Local team and clinical meetings (MDT, allocations)
- Prescriber's Meetings
- Medical Officer's CPD Program

In addition, with experience, and based on the Medical Officer's interests, he/she will be able to join citywide working groups/committees. (E.g. prescribing, audit, research, child protection). Once experienced, he/she will have the opportunity to support and supervise GP practices who also manage addiction clients in partnership with GGC Alcohol and Drug Services. There will also be opportunities to be involved in teaching.

## **6. ASSIGNMENT AND REVIEW OF WORK**

The Medical Officers will be managed by and report to the relevant Senior Medical Officer for the addiction partnership. They will also work to the Lead Clinician, local Service Manager and Associate Medical Director.

## **7. COMMUNICATIONS & WORKING RELATIONSHIPS**

- Medical Officers
- Senior Medical Officers, Lead Clinician & Associate Medical Director
- Members of the multi-disciplinary team.
- Colleagues from other partnership agencies.
- Local service managers- e.g. Heads of service, community addiction managers, nurse and practice team leaders.

<ul style="list-style-type: none"> <li>• Communicating with clients families and other supporting agencies</li> <li>• Secondary services</li> <li>• Prison Services</li> <li>• Voluntary organisations, Rehabilitation services etc.</li> <li>• Mental Health Services, Hospital Liaison Services</li> <li>• GP practices within the local Community Addiction Team area</li> </ul>
<b>8. MOST CHALLENGING PART OF JOB</b>

<ul style="list-style-type: none"> <li>• Effective clinic and caseload management.</li> </ul>
<ul style="list-style-type: none"> <li>• Working in a spirit of partnership with colleagues from different professional backgrounds and with a variety of agencies.</li> </ul>
<ul style="list-style-type: none"> <li>• Organisational skills and time management. Being proactive and willing to take initiative.</li> </ul>
<ul style="list-style-type: none"> <li>• To play key role in the clinical governance within the local team.</li> </ul>
<ul style="list-style-type: none"> <li>• Commanding the confidence of local service managers and other professionals.</li> </ul>
<ul style="list-style-type: none"> <li>• The experienced Medical Officer is expected to give clinical leadership to the local management team of his/her community CAT team(s) and work jointly with them to develop the team further within given resources. There will be no financial responsibilities.</li> </ul>

<b>9. QUALIFICATIONS &amp; EXPERIENCE</b>
<b>Essential Criteria</b>
<ul style="list-style-type: none"> <li>• GMC registered and License to Practice</li> <li>• GP background or other background with genuine interest in the field of addiction</li> <li>• Excellent team player</li> <li>• Excellent communication skills</li> </ul>
<b>Desirable Criteria</b>
<ul style="list-style-type: none"> <li>• Previous relevant experience</li> <li>• Audit experience</li> <li>• Understanding of Clinical Governance Framework</li> </ul>

<b>10. RESOURCES TO SUPPORT THE POST</b>
<ul style="list-style-type: none"> <li>• Induction period</li> <li>• Appraisal and other learning opportunities will be supported.</li> <li>• Weekly CPD program for full time medical officers. (Pro-rata if part time)</li> <li>• Online access to protocols, guidelines, journals</li> <li>• Training for IT systems. (Clinical Portal, Emis MH, Carefirst)</li> <li>• Multi-disciplinary team of nursing, social care/social work and admin colleagues</li> <li>• Supervision from Senior Medical Officer or Lead Clinician</li> </ul>