**Consultant Forensic Psychiatrist**

**Applicant Information**





Closing Date:

Interview Date:

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 the post of Consultant Forensic Psychiatrist within our low secure and community forensic service.

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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| **Contents** |

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| --- | --- | --- |
| **Section** | |  |
| Section 1: | Advertisement | |
| Section 2: | Living in Tayside | |
| Section 3: | NHS Tayside | |
| Section 4: | Forensic Psychiatry Services in Tayside | |
| Section 5: | Main Duties and Responsibilities (Job Description) | |
| Section 6: | Indicative Job Plan | |
| Section 7: | Person Specification | |
| Section 8: | Further Information / Contact Details | |
| Section 9: | Terms and Conditions of Employment | |



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

NHS Tayside



Consultant in Forensic Psychiatry

Full Time, 10 PAs per week

We have an exciting opportunity available in a beautiful and scenic part of Scotland.

NHS Tayside is seeking to employ a Consultant Forensic Psychiatrist to work in our Low Secure Unit and Forensic Community Mental Health team, based at Murray Royal Hospital, Perth. This is a great opportunity to join a dynamic service which is committed to multidisciplinary working.

The NHS Tayside Forensic Mental Health Service provides care and treatment for mentally disordered offenders who are in hospital, prison and the community. The service is designed to meet the needs of individuals who have a complex relationship between their mental disorder and criminal behaviour.

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 with 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.

Arrangements for visiting the service or an informal discussion can be made by contacting Dr Niyaz Ahammed or Dr Michelle McGlen, Consultant Forensic Psychiatrists on 01738 562376.

Closing Date:

Interview Date:

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 and Perth are conveniently located within easy reach of three other large cities in Scotland – Edinburgh, Glasgow and Aberdeen. 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 or Edinburgh airport, flying direct to London. 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, one of Tayside’s vibrant cities or towns, or even further afield in the Edinburgh area there is a variety of housing choices to suit all budgets. There are a good variety of primary and secondary schools in the area. 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 Interim Chief Executive, Professor Caroline Hiscox, 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 accessing 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: SPECIALITY / DEPARTMENT SERVICES IN TAYSIDE** |

The NHS Tayside Forensic Mental Health Service provides care and treatment for mentally disordered offenders who are in hospital, prison and the community. The service is designed to meet the needs of individuals who have a complex relationship between their mental disorder and criminal behaviour.

The service provides inpatient and outpatient services from modern, purpose built facilities at Rohallion Clinic on the Murray Royal Hospital site. There is a strong multidisciplinary ethos and each clinical team is made up of nursing staff, a Consultant Forensic Psychiatrist, a Clinical Psychologist and an Occupational Therapist. Social work input is provided by each local authority area as necessary.

The inpatient service is male only and based at Rohallion Clinic. It comprises a 24 bed low secure unit across two wards and a 32 bed medium secure unit which has three wards. The low secure unit is for patients from NHS Tayside. The medium secure unit is a regional service which was developed to provide for patients from the North of Scotland Group of Health Boards (Tayside, Grampian, Highland, Orkney and Shetland). Additional bed capacity is made available to other Health Boards from across Scotland.

Inpatients have easy access to a range of primary care services including weekly GP and podiatry sessions and the service employs a dietician. The service is supported by onsite pharmacy technicians and pharmacists.

Psychological interventions are available in the form of low intensity interventions in groups and on an individual basis. High intensity psychological interventions are available usually on an individual basis. Patients who present with particularly challenging behaviour are managed using a Positive Behaviour Support plan developed by the team psychologist.

There is a well resourced combined activity area (Scapa) which is managed by the Occupational Therapy service. Vocational and educational opportunities are available to patients.

Patients are encouraged to be part of service developments and this is achieved in part by a patient led Rohallion Users Group which is facilitated by an independent advocacy worker.

The Forensic Community Mental Health Team is based at the Birnam Centre on the Murray Hospital site and uses an assertive community treatment model.

We deliver a visiting psychiatrist service to the prison mental health teams at HMP Perth, HMP Castle Huntly and the Bella Centre (Female Community Custody Unit). HMP Perth manages male offenders who are awaiting trial and post conviction. This includes short and long term prisoners as well as life sentence prisoners. HMP Castle Huntly is the only open prison in Scotland and manages low supervision male offenders from across the country. The service has also recently started to provide visiting psychiatrist services to the Bella Centre. This is a newly opened female Community Custody Unit based in Dundee.

**MEDICAL WORKFORCE**

The successful applicant will join a team of consultants, Specialty Doctors and doctors in training.

*Consultant Forensic Psychiatrists:*

Dr Niyaz Ahammed – LSU & FCMHT

Dr Michelle McGlen – LSU & FCMHT

Dr Andrea Macaulay –MSU

Dr David Walsh – MSU

Dr Oana Maior – MSU

*Specialty Doctors:*

Dr Ruth Murdoch – FCMHT

*Doctors in training:*

2 Higher trainees in Forensic Psychiatry

1 Core Psychiatry trainee

1 Foundation Year 2 trainee

**MANAGEMENT STRUCTURE**

The service is managed directly by NHS Tayside and not a Health and Social Care Partnership. This is because it delivers a regional service.

Ms Lindsey Bailie, General Manager is responsible for the operational management of the service and reports directly to the Chief Operating Officer, NHS Tayside. The leadership team is also served by Head of Nursing for low secure/community services, Head of Nursing for medium secure service, two lead Psychologists and an Allied Health Professional Lead.

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

This post will be one of three Consultant Forensic Psychiatrists working in the low secure unit and forensic community mental health team. It is expected the successful candidate will bring their specialist knowledge, expertise and experience to their RMO duties and provide leadership to the multidisciplinary teams. Patients will have treatment plans which address a patient’s problems and needs as well as measures to protect the public. Risk management plans are expected to be appropriate and proportionate to the level of risk.

A significant number of patients will be ‘restricted patients’ or have ‘restricted status’ and it is expected there will be timely correspondence with the Restricted Patient Team at Scottish Government and reports prepared as set out in the Memorandum of Procedure on Restricted Patients. It will be necessary to undertake other administrative duties associated with the care of patients and the running of the service.

Medico-legal work is a routine part of the job and it will be necessary to provide reports on your patients for the Crown Office Procurator Fiscal Service, Scottish Court Service, Mental Health Tribunal and the Parole Board. Consultant colleagues will also request second medical reports on an ad hoc basis.

You will be required to undertake or supervise assessments of patients referred to the low secure and forensic community mental health service.

The on call is currently a 1 in 5 due to this post being vacant. The on call is normally a 1 in 6 and incorporates senior medical cover for the inpatient units at Rohallion Clinic and telephone advice to the Crisis Resolution Home Treatment Team should a forensic community patient be assessed out of hours.  The on call includes dealing with referrals for admission to the medium secure unit from across the North of Scotland.

Within office hours you will be part of an on call rota to deal with any emergencies which arise. It also includes assessing or supervising the assessment of urgent referrals including those from Forensic Medical Examiners and the Procurator Fiscal.

**Provide high quality care to patients**

As part of providing high quality care to patients the post holder will develop and maintain the competencies required to carry out the duties of the post. They will also ensure patients and families are involved in decisions about their care and respond to their views.

The post holder is required to maintain GMC specialist registration and hold a licence to practice. They will also participate in the annual appraisal process.

**Teaching, training and research**

Medical students, doctors in training and students / trainees from other disciplines regularly have placements in the service. Requests from medical students to visit the service and FY2 taster sessions are encouraged. Consultants will be supported to help deliver teaching and tutorials as part of the 3rd Year Medical School course.

There is a strong commitment within the consultant group to supporting psychiatry training in Tayside. The service is currently allocated a Foundation Doctor, a Core Trainee and two Higher Training posts in Forensic Psychiatry. Higher Trainees based in NHS Grampian receive their training in medium security at Rohallion Clinic. If the successful candidate is not already an approved Clinical Supervisor for Higher Training then advice and support will be given to help them achieve this.

There are no research sessions allocated to this post. Collaboration with academic and clinical colleagues to enhance NHS Tayside’s research portfolio may be possible and is expected to meet the full requirements of Research Governance. This should be discussed as part of preliminary discussions.

**Leadership, management and team working**

The post holder will demonstrate excellent leadership skills with regard to individual performance, clinical teams and NHS Tayside and when participating in national or local initiatives.

They will work collaboratively with all members of the team.

They will aim to resolve conflict and difficult situations through negotiation and discussion, involving appropriate parties.

They will adhere to NHS Tayside and departmental guidelines on leave including reporting absence.

There is no specific line management role in this post other than what is expected of a Clinical Supervisor for doctors in training.

The post holder will work with colleagues to ensure junior doctors’ are complaint in line with EWTD and New Deal. They will also 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.

It is expected the post holder will participate in the recruitment of junior medical staff as and when required.

The post holder will participate in team objective setting as part of the annual job planning process.

**Governance**

As a senior clinician in the service the post holder will have a role in ensuring the service provides safe and high quality patient care.

They will participate in clinical audit, incident reporting and analysis to ensure resulting actions are implemented.

They will also ensure clinical guidelines and protocols are adhered to by doctors in training and updated on a regular basis.

The low secure and medium secure inpatient units are members of the Royal College of Psychiatrists Quality Network for Forensic Mental Health Services. This is a quality improvement programme which involves self assessment corroborated by external peer review. The service welcomes this opportunity to be challenged in a positive way and it has been a major driver for significant changes in the service. Being part of this programme also allows staff from our service to peer review other services in the UK and Ireland and be inspired and motivated to develop our service further. The successful candidate will be encouraged to become a lead reviewer and will have the opportunity to visit other services in the UK as part of this programme.

Consultant and multidisciplinary staff from the service are involved in wider service developments in mental health within Tayside. This includes QI projects looking at reducing restrictive practices and improving observation practice. The successful applicant will be encouraged to share their knowledge and experience in leading service change not only within the service but the wider Tayside mental health service.

**PROVISIONAL JOB PLAN**

This post is offered as full time and the contract will be for 10 programmed activities with a DCC: SPA split of 8:2. The duties and the allocation of SPA time will be reviewed as part of job plan discussions.

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| **LSU & FCMHT** | **AM** | **PM** |
| **Monday** | Ward Clinical Team Meeting | Admin |
| **Tuesday** | Community Team meeting | CPA meetings  Patient reviews  Outpatient clinic |
| **Wednesday** | Bed Management Meeting  Reflective Practice Group  Trainee supervision | SPA (service development) |
| **Thursday** | Ward Clinical Team Meeting | Assessment of referrals  Mental Health Tribunals |
| **Friday** | SPA (appraisal and CPD) | Admin |

**SUPPORT FOR THIS POST**

The post is supported by the work of a Specialty Doctor within the Forensic Community Mental Health Team and a doctor in training within the low secure unit.

Secretarial support is available for this post.

**JOB PLANNING**

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: PERSON SPECIFICATION** |

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| **CRITERIA** | **ESSENTIAL** | **DESIRABLE** |
| **QUALIFICATIONS** | MB ChB, MBBS or equivalent primary medical qualification  MRCPsych or equivalent | Postgraduate qualifications such as PhD, MD or MSc |
| **TRAINING** | Inclusion on the GMC Specialist Register in Forensic Psychiatry or  Currently enrolled in Higher specialist training in forensic psychiatry and within six months of achieving CCT at the time of interview  or  Inclusion on the GMC Specialist Register in General Adult Psychiatry with sufficient experience of working in Forensic Psychiatry  Eligible for Section 22 Approval by NHS Tayside | Sub-speciality or other specialist clinical training relevant to post. |
| **KNOWLEDGE & SKILLS** | The ability to work effectively in a multidisciplinary team  Excellent communication with colleagues as well as patients, relatives and carers  The ability to prioritise work effectively  Recent experience in the use of the enhanced CPA, MAPPA and reporting arrangements for restricted patients in the UK  Training and experience in the use of structured professional judgment risk assessment tools.  Experience of involvement in service change or quality improvement projects  Experience in undergraduate and postgraduate medical teaching | Evidence of flexible working across different areas such as inpatient, community and prison.  Evidence of leading the development of multidisciplinary teams  Expertise in leading service change, quality improvement projects or service innovation  Experience as a Clinical Supervisor or Educational Supervisor |
| **OTHER** | Full GMC registration with a licence to practice  Ability to travel across Tayside and further when on call | Up to date with recent developments in forensic mental health services in Scotland |

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| **SECTION 7: FURTHER INFORMATION / CONTACT DETAILS** |

Arrangements for visiting the service or an informal discussion can be made by contacting

Dr Niyaz Ahammed or Dr Michelle McGlen, Consultant Forensic Psychiatrists on 01738 562376.

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 |
| **TYPE OF CONTRACT** | Permanent |
| **Hours of work** | 10 PAs (40 hours per week full time) |
| **Location** | Murray Royal Hospital, Perth. You may be required to work at any of NHS Tayside sites as part of your role. |
| **Salary** | £96,963 to £128,841 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 Kingdom. 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