

**Working for NHS Lanarkshire**

**NES Clinical Development Fellows in Emergency Medicine and Care of the Elderly**

**Recruitment Pack**

**Application Closing Date: Wednesday 26th June 2024**

HR Medical & Dental

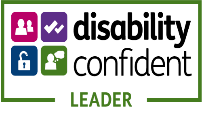
Law House

Airdrie Road

Carluke

ML8 5EP





|  |
| --- |
| **Contents** |

|  |  |  |
| --- | --- | --- |
| **Section** |  | **Page** |
| Section 1: | How to Apply | 3 |
| Section 2: | Person Specification | 4 |
| Section 3: | Introduction to Appointment | 8 |
| Section 4: | Departmental and Directorate Information | 9 |
| Section 5: | Main Duties and Responsibilities | 10 |
| Section 6: | Contact Information | 12 |
| Section 7: | Working for NHS Lanarkshire | 13 |
| Section 8: | Terms and Conditions of Employment | 15 |
| Section 9: | General Information for Candidates | 16 |

|  |
| --- |
| **This post requires the post holder to have a PVG Scheme membership/record. If the successful applicant is not a current PVG member for the required regulatory group i.e. child and/or adult, then an application will need to be made to Disclosure Scotland and deemed satisfactory before the successful post holder can commence work.** |

|  |
| --- |
| **Section 1: HOW TO APPLY** |

**In order to apply:**

Applicants are required to complete an Application Form via the following link: [https://apply.jobs.scot.nhs.uk/vacancies.aspx](#). Please note that you can upload your CV, however this will only be used to pre-populate part of the application form. CV`s are **not** accepted instead of a completed Application Form. Your CV **will not** be visible to the panel.

**NHS Lanarkshire is committed to working towards equal opportunities for all.**

|  |
| --- |
| **Section 2: Person Specification** |

|  |  |  |  |
| --- | --- | --- | --- |
| **REQUIREMENTS** | **ESSENTIAL** | **DESIRABLE** | **WHEN EVALUATED** |
| **Qualifications and Training** | Successful completion of UK Foundation Programme (or equivalent by August 2024) | Distinction, prizes or honours during Postgraduate training  ALS/ATLS/CRISP Instructor Status | Application Form |
| **Experience** | **Recent** clinical experience in areas of acute care specialty e.g. ED, Orthopaedics, Acute Medicine etc | Well-presented log book or professional portfolio | Application Form  Interview |
| **Eligibility** | Eligible for full registration with the GMC at time of appointment and hold a current licence to practice  Evidence of achievement of postgraduate medical training in line with GMC standards/Good Medical Practice  Eligibility to work in the UK | Evidence of research and publications in peer reviewed journals  Healthcare Leadership & Management Experience | Application Form  Interview |
| **Teaching** | Enthusiastic in teaching clinical skills in the workplace or training environment  Evidence of contributing to teaching & learning of others  Evidence of formal teaching comprising leading a teaching session & gathering feedback afterwards. | Experience of simulation based teaching  Has successfully completed a ‘training the trainers’ or ‘teaching skills’ course | Application Form  Interview |
| **Fitness To Practise** | Is up to date and fit to practise safely |  | Application Form  References |
| **Health** | Meets professional health requirements (in line with GMC standards/ Good Medical Practice) |  | Application Form  Pre-employment health screening |
| **Academic/ Research Skills** | **Research Skills**:   * Demonstrates understanding of the basic principles of audit, clinical risk management & evidence-based practice * Understanding of basic research principles, methodology & ethics, with a potential to contribute to research   **Audit**:   * Evidence of active participation in audit | Evidence of relevant academic & research achievements  e.g. degrees, prizes, awards, distinctions, publications, presentations, other achievements  Evidence of participation in risk management and/or clinical/laboratory research  Formal research with ethical approval & associated publication | Application Form  Interview |
| **Personal Skills** | **Judgement Under Pressure:**   * Capacity to operate effectively under pressure & remain objective In highly emotive/pressurised situations * Awareness of own limitations & when to ask for help   **Communication Skills:**   * Capacity to communicate effectively & sensitively with others * Able to discuss treatment options with patients in a way they can understand * Excellent written and verbal communication skills   **Problem Solving:**   * Capacity to think beyond the obvious, with analytical and flexible mind * Capacity to bring a range of approaches to problem solving   **Situation Awareness:**   * Capacity to monitor and anticipate situations that may change rapidly   **Decision Making:**   * Demonstrates effective judgement and decision- making skills   **Organisation & Planning:**   * Capacity to manage time and prioritise workload, balance urgent & important demands, follow instructions * Understands importance & impact of information systems   Excellent interpersonal skills  Evidence of ability to present oneself in an organised, professional manner  Evidence of understanding of the importance of team work  Experienced with Microsoft Word including PowerPoint, word-processing and spreadsheet software | Motivated and able to work unsupervised as well as within a small team under appropriate guidance | Application Form  Interview  References |
| **Probity** | **Professional Integrity:**   * Takes responsibility for own actions * Demonstrates respect for the rights of all * Demonstrates awareness of ethical principles, safety, confidentiality & consent |  | Application Form  Interview  References |
| **Circumstances of Job** | Hospital posts may be required to work at any of NHS Lanarkshire’s sites, according to the placement of the post.  General Practice placements will be placed in any of the Practices supporting the Development Fellows.  Demonstrates a clear plan for personal development in this post. |  |  |

|  |
| --- |
| **Job Title: NES Clinical Development Fellow** |

These innovative posts are a collaboration between NHS Lanarkshire and National Education for Scotland (NES). They are designed to offer applicants experience and opportunities in a range of specialties, with supervision and support comparable to a national training post.

The posts offer applicants development time to follow an area of professional interest and enhance their knowledge and skills for future application to national training programs

|  |
| --- |
| **Section 3: Introduction to Appointment** |

Working with the Director of Medical Education (DME) for NHS Lanarkshire, the Deputy DMEs (DDMEs) for the Lanarkshire Hospitals, Clinical Directors, Clinical Service Leads along with NES medical directorate colleagues. These posts will give successful applicants the opportunity to experience acute care clinical specialties in various specialties with the aim of seeking a National Training post in an aligned programme of training through a Core or Specialty application.

NHS Lanarkshire are committed to Educational governance and opportunity equivalent to a training post.

These posts will commence on 7th August 2024 and will be for a minimum period of twelve months with a view to extend, and will offer successful applicants the opportunity to develop their clinical and professional competence in a purposeful and supervised manner as an assist to overall CV development. Successful applicants will have the opportunity to spend time in one of the following:

* **Care of the Elderly**
* **Emergency medicine**

Doctors will work on specific areas of service development, quality improvement project, or an alternative development area such as development of a simulation training programmes. The clinical development will include supervised and directed activity linked to an area of professional interest including such as quality improvement and safety, management and leadership development or informatics. The work would strengthen future application(s) for a NTN training programme

We anticipate, that these developmental projects will result in, a poster or oral presentation at a National Conference related to the area of work.

|  |
| --- |
| **Section 4: Departmental and Directorate Information** |

**Emergency Medicine, University Hospital Monklands (UHM)**

Our fellowship posts are designed with substantial non-clinical time to allow for personal and professional development. Our Consultant team have a wide range of interests, and we are happy to support trainees seeking experience in:

* Simulation
* Undergraduate Medical Education
* Postgraduate Medical Education
* Ultrasound
* Paediatric Emergency Medicine
* Acute Medicine
* Digital health
* Wellbeing
* Geriatric Emergency Medicine

 We welcome the development of fellowships in additional areas and would be happy to discuss options with you on application.

**Medicine for the Elderly, University Hospital Hairmyres (UHH)**

The department of Medicine for the Elderly in University Hospital Hairmyres has a number of opportunities for development and attachment for successful candidates. The Medicine for the Elderly department has specialty areas including: Falls, Movement Disorder, Stroke, Surgical liaison, Hospital at Home service and Frailty at the Front door service. There would be opportunities to develop skills and experience in these areas. There would be excellent support in any QI project and other areas to assist with CV building/career progression. The department has a high satisfaction rate with good support from consultant colleagues. As a Clinical Development Fellow, you will be attached to a base ward and contribute to the specialty. Fellows also contribute to the on-call medical rota out of hours

**Medicine for Older Adults , University Hospital Monklands (UHM)**

The department of medicine for older adults is exciting, and busy, and has good processes in place which ensure patient safety and compliance with Government targets. All CDFs contribute to the out of hours on call rota, and time in acute medical receiving. Junior doctors are well supported by consultant colleagues both during the normal working day and out of hours.

The department of Medicine for older adults consists of the following sub specialties: Stroke, geriatric orthopaedic rehabilitation, Movement disorders, Hospital at Home and Falls services. As a clinical development fellow in the department of medicine for older adults you would be attached to a base ward and be a member of that ward’s team. Preference of base ward allocation can usually be accommodated, particularly where it is relevant to the applicant’s development plans. This can include relevant time to learn clinical procedures, multidisciplinary education opportunities or carrying out related audit or research activities.

**Medicine for Older Adults Department at UHW**

University Hospital Wishaw has a 100 bedded Medicine for Older Adults department that encompasses 2 acute frailty assessment wards, stroke unit and geriatric orthopaedic rehabilitation unit. The department has 7 Consultants, 2 Specialty Doctors and Higher Specialist Trainees from the West of Scotland Geriatric Training Programme as well as GP trainees, IMT and foundation doctors. The department has also Acute Care of the Elderly Nurse team who work closely with the medical staff.

In addition to this there is daily input to frailty at the front door in the medical receiving unit, Hospital at Home, Orthopaedic liaison work within the trauma unit and specialist clinics including TIA and movement disorders clinics. We have a weekly educational programme for the trainee medical staff, where there are opportunities to present and actively be encouraged actively to undertake quality improvement projects. We have also supported many trainees through preparing for MRCP. Many of our past trainees have used the time spent at the department to gain an excellent grounding in core parts of geriatric medicine to allow them to secure higher specialist training programme places.

Now is an exciting time within the department as we grow and expand our frailty pathways to improve the patient journey for our frail older patients leading towards the development of a frailty unit ultimately so there will be lots of opportunities to be involved in service improvement projects.

|  |
| --- |
| **Section 5: Main Duties and Responsibilities** |

The exact format of each post will be agreed with the successful applicant, the Clinical Director of the base Specialty and the Director or Associate Director of Medical Education. However, the following general principles will apply. It is envisaged that the posts will have an 80% Direct Clinical Care and approximately 20% Development split, averaged across the twelve months’ post.

**For Clinical Development Fellow Posts:**

Within a 40 hour per week base contract, each fellow will contribute approximately on average across the frequency of the junior rota:

* Supervised Clinical activity linked to a specialty of choice under the mentorship of a permanent staff member.
* OOHs [out of hours] clinical duties.
* Self-directed Personal and Professional Development (PPD), which we be approximately 20% of time at work.

PPD will include some or all of these components:

* Clinical teaching skills development within the hospital and simulation center at Kirklands Hospital.
* Management and Leadership skills development
* Research and Quality Improvement skills development and activity linked to Safety and Quality improvement in Lanarkshire.
* Medical Informatics development linked to current e-health strategies (i.e. development of Lanarkshire Arthroplasty database etc)

Development time is arranged by local negotiation with the host clinical department. It is expected that it will be split evenly throughout the twelve month period, and will represent a total of 20% work time. There is no study budget allocated specifically to these posts, but it is possible that host clinical departments will have limited funds to support study leave on a case by case basis. Again this is by local negotiation with the host clinical department.

**Communication and Working Relationships**

The post holders will be expected to establish and maintain extremely good communications and working relationships with a wide range of staff, including:

* Clinical Director of the parent acute care specialty who will act as immediate Line Manager.
* Supervising Staff members from Medical, Clinical and AHPs backgrounds
* Named Clinical Supervisor
* Associate Director of Medical Education responsible for the overall organisation of the post.
* Colleagues in training grades at Foundation, Core and Specialty level

**Base**

The post holder will be based in one of the Lanarkshire University Hospitals and will spend much of their time with other clinicians, staff and possibly medical students.

**Qualifications and Experience**

The post holder must (at the time of commencement of employment) have full registration with the GMC. Ideally applicants will have recently completed a UK based Foundation Programme and understand the UK Healthcare system. You are normally covered by the NHS Hospital and Community Health Services indemnity against claims of medical negligence. However, in certain circumstances (especially in services for which you receive a separate fee) you may not be covered by the indemnity.  The Health Department therefore encourages you to maintain membership of a medical defence organisation also.

**Job Revision**

This job description should be regarded only as a guide to the duties required and not definitive or restrictive in any way. It may be reviewed in the light of changing circumstances following consultation with the post holders.  This job description does not form part of the contract of employment.

**Training Approval**

These posts are **not** recognised for training but have been designed in collaboration with National Education Scotland with a view to future employment status and eligibility for Core or Specialty training in the specialties offered. They are offered with similar board governance to training posts and skills obtained may be able to be considered for competency recognition / level of placement if successful in a training program application

**Appointment**

The appointment will be from 1st February 2024 on a full time basis for six months only with an option to extend subject to satisfactory on going appraisal within role.

|  |
| --- |
| **Section 6: Contact Information** |

**Programme / Post Queries**

Prospective applicants are encouraged to make contact with:

Dr Scott Oliver

Lead Clinical Trainer

Consultant in Renal Medicine

(Email: scott.oliver@lanarkshire.scot.nhs.uk)

**Application Queries**

If you have any queries regarding the application process please email Gill Swinburne at [medical.dentalrecruitment@lanarkshire.scot.nhs.uk](#)

**Please note interviews will be conducted over Microsoft Teams with an interview date to be determined.**

|  |
| --- |
| **Section 7: Working for NHS Lanarkshire** |

Serving a population of over 650,000 living within North and South Lanarkshire as Scotland's third largest health board, NHS Lanarkshire is committed to improving the health of the population and ensuring that appropriate and high quality healthcare is provided. Lanarkshire itself is a large county covering both urban populations and many rural towns and communities.

**Location**

Within the UK, Lanarkshire is situated in the heart of Scotland's central belt, the area offers an ideal combination of tranquil parks and market towns, with something for everyone.

Centrally located between Glasgow (c. 20 minutes) and Edinburgh (c. 40 minutes) you can easily commute or, should you wish to relocate, you can choose either a substantial Lanarkshire town or a more relaxed rural location and still have the attractions of two major cities on your doorstep. The county offers accessible links to major cities with easy access to major motorway/rail routes and international airports allowing you to travel across Scotland, the UK and beyond.

**What we can offer you**

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

* Access to the NHS pension scheme
* Assistance relocating to Lanarkshire
* NHS Lanarkshire 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
* Access to a transport network offering easy travel links to the rest of the UK and Europe, as well as international options

**Teaching and Training Opportunities**

Medical Education in NHS Lanarkshire aims to promote, deliver and support high quality medical education and training to all undergraduates, postgraduate trainees, medical career grades, consultants, and with our colleagues in all professions allied to medicine.

There are staff and resources on and across all 3 acute hospital sites, along with the Medical Education Training Centre (METC) at Kirklands Hospital, Bothwell.  METC offers excellent facilities for education and training including immersive simulation and advanced clinical skills training.

**Our vision and strategic aims**

NHS Lanarkshire has developed its strategic framework to deliver the Scottish Government’s 2020 vision for healthcare in Scotland. This will enable the quality ambitions of providing healthcare that is person centred, safe and effective to be embedded throughout the organisation from decision making, planning and policy processes, as well as in our day to day behaviours.

**Our Values and ways of working**

NHS Lanarkshire's values represent the care our patients can expect, and how this care should be delivered by our staff.

Our local values in NHS Lanarkshire are:-

•Respect

•Fairness

•Quality

•Working Together.

Our values should be visible in everything we do and drive the improvement of our services. A Values in Action project is underway in Lanarkshire to ensure our values are lived every day by every member of staff.

NHS Lanarkshire's values are closely aligned to the NHS Scotland values which are shared by all NHS staff throughout Scotland:-

•Care and Compassion

•Dignity and Respect

•Openness, Honesty and Responsibility

•Quality and Teamwork.

Both sets of values underpin and support NHS Scotland's national quality ambitions:-

•Person-centred

•Safe

•Effective.

NHS Lanarkshire welcomes applications from people irrespective of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation. Equality is about creating a fairer society where everyone can participate and has the opportunity to fulfil their potential. Diversity is about recognising and valuing the difference between people.

We are recognised as a Disability Confident Employer. As users of the disability confident scheme, we guarantee to interview all disabled applicants who meet the minimum criteria for our vacancies.

At NHS Lanarkshire we put these values into practice in the way we develop and deliver our services.

|  |
| --- |
| **Section 8: Terms and Conditions of Employment** |

|  |  |
| --- | --- |
| **TYPE OF CONTRACT** | Fixed Term (12 months) |
| **GRADE AND SALARY** | NES Clinical Development Fellow  £40,995 to £64,461 per annum (pro rata) |
| **HOURS OF WORK** | Full Time – 40 hours plus out of hours’ work |
| **SUPERANNUATION** | New entrants to NHS Lanarkshire who are aged 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: [www.sppa.gov.uk](#) |
| **REMOVAL EXPENSES** | Assistance with removal and associated expenses may be awarded |
| **EXPENSES OF CANDIDATES FOR APPOINTMENT** | NHS candidates who are requested to attend an interview will be given assistance with appropriate travelling expenses. Re-imbursement shall not normally be made to employees who withdraw their application, refuse an offer of appointment. Non NHS employees are not normally awarded travel expenses. |
| **TOBACCO POLICY** | NHS Lanarkshire 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 Lanarkshire 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 within NHS Lanarkshire 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 4 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 Lanarkshire. Any information given will be completely confidential. |
| **MEDICAL NEGLIGENCE** | In terms of NHS Circular 1989 (PCS) 32 dealing with Medical Negligence the Health Board does not require you to subscribe to a Medical Defence Organisation. Health Board indemnity will cover only Health Board responsibilities. It may, however, be in your interest to subscribe to a defence organisation in order to ensure you are covered for any work, which does not fall within the scope of the indemnity scheme. |
| **NOTICE** | Employment is subject to one month notice on either side. |
| **PRINCIPAL BASE OF WORK** | You may be required to work at any of NHS Lanarkshire sites as part of your role. Your base will be clarified for expenses purposes. |
| **SOCIAL MEDIA POLICY** | You are required to adhere to NHS Lanarkshire Social Media Policy, which highlights the importance of confidentiality, professionalism and acceptable behaviours when using social media. It sets out the organisation’s expectations to safeguard staff in their use of social media. |

|  |
| --- |
| **Section 9: General Information for Candidates** |

**Data Protection Act 1988**

Please note that any personal information obtained from you throughout the recruitment process will be collected, stored and used in line with the General Data Protection Regulation 2016 and the Data Protection Act 2018.

**Counter Fraud**

NHS Lanarkshire is under a duty to protect the public funds it administers, and to this end will use the information you have provided on your application form for the prevention and detection of fraud. It will also share this information with other bodies responsible for auditing or administering public funds for these purposes.

**References**

All jobs are only offered subject to receiving two satisfactory references. At least one reference must be from your current/most recent employer or your course tutor if you are currently a student. If you have not been employed or have been out of employment for a considerable period of time, you may give the name of someone who knows you well enough to confirm information given and to comment on your ability to do the job.

**Disclosure Scotland**

Where a Disclosure or Protection of Vulnerable Groups Check is deemed necessary for a post, the successful candidate will be required to undergo an appropriate check. Further details on the Recruitment of Ex-Offenders are available from the recruitment centre.

**Work Visa**

If you require a Work Visa, please seek further guidance on current immigration rules, which can be found on the Home Office website [www.ind.homeoffice.gov.uk](#)

**Job Interview Guarantee Scheme**

As a Disability Symbol user, we recognise the contribution that all individuals can make to the organisation regardless of their abilities. As part of our ongoing commitment to extending employment opportunities, all applicants who are disabled and who meet the minimum criteria expressed in the job description will be guaranteed an interview.

**Overseas Registration and Qualifications**

NHS Lanarkshire will check you have the necessary professional registration and qualifications for this role. You will need to provide an official translation of qualifications notarized by a solicitor of your overseas qualifications to be checked by the recruiting panel. Please ensure that this is available before applying for the post.

**Workforce Equality Monitoring**

NHS Lanarkshire is committed to supporting and promoting dignity at work by creating an inclusive working environment. We believe that all staff should be able to fulfil their potential in a workplace free from discrimination and harassment where diverse skills, perspectives and backgrounds are valued.

In order to measure and monitor our performance as an equal opportunities employer, it is important that we collect, store and analyse data about staff. Personal, confidential information will be collected and used to help us to understand the make-up of our workforce that will enable us to make comparisons locally, regionally and nationally.

**Equal Opportunities Policy Statement**

NHS Lanarkshire considers that it has an important role to play as a major employer and provider of services in Lanarkshire and accepts its obligations both legal and moral by stating commitment to the promotion of equal opportunities and elimination of discrimination.

**Please ensure you read Section 1 – HOW TO APPLY prior to submitting your application.**

**Please complete applications by midnight on the closing date.**

**You will receive an email acknowledging receipt of your application.**