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CONSULTANT IN  
PAEDIATRIC INTENSIVE  
CARE

ROYAL HOSPITAL FOR  
SICK CHILDREN

INFORMATION PACK

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**Information for Candidates**

**CONSULTANT PHYSICIAN IN ACUTE INTERNAL MEDICINE**

**(EITHER 100% OR 50:50 WITH ANOTHER MEDICAL SPECIALITY)**

**ACUTE SERVICES DIVISION**

**NHS FIFE**

**INFORMATION PACK**

REF:

CLOSING DATE:

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**SUMMARY INFORMATION**

**Post: consultant in acute internal medicine (EITHER 100% OR 50:50 WITH**

**ANOTHER MEDICAL SPECIALITY)**

**Base:** Victoria Hospital, Kirkcaldy

**WTE:** 10 PAs: 8 DCC and 2 SPA

We are seeking a full time Consultant in Acute Medicine (or 50% Acute and 50% another medical speciality) to join us in providing high quality acute and general medical care for the people of Fife, working within an enthusiastic and progressive team. If applying for the 50:50 post we are particularly interested in infectious disease, respiratory, rheumatology, medicine of elderly, stroke, gastroenterology and endocrinology applicants.

# THE POST

# The post holders will join a team of 4 other Acute Physicians in NHS Fife Acute Hospitals Operational Division to meet the rising demand for the delivery of high quality medical care within the acute medical unit, general medical department, ambulatory care and medical high dependency units. The post will be based in Victoria Hospital, Kirkcaldy.

The post sits within the Department of Acute Medicine, which is fully integrated with General Medicine within the Emergency Care Directorate. It provides the opportunity to input into all aspects of acute medicine including medical assessment, medical high dependency and ambulatory medicine. The development of sub-specialist interests, such as point-of-care ultrasound, is encouraged and will be supported.

If applying for a 50:50 post further information about the appropriate speciality can be sent on request. During the 50% of the job spent in the medical speciality the successful candidate would be fully integrated within the appropriate team.

**Relationships**

**Consultant Physician Special Interests**

Dr Kerri Baker Acute Physician

TPD for Core Medical Training and General Internal Medicine in South East Scotland

Dr Andrew Storey Acute Physician

Medical Education- Lead Tutor for Edinburgh University

Clinical Lead

Dr Lauren Davies Acute Physician

Interest in high dependency / intensive care

Clinical Lead

Dr Rob Cargill Acute Physician & Consultant Cardiologist

**Speciality Doctor**

Dr Elinor Johnson

**The consultant physicians are supported by the following staff**:

###### Victoria Hospital

Ambulatory Care - 3 experienced band 6 nurses and one IMT1+ doctor

Medical High Dependency – team of experienced nurses and IMT1+/ACCS doctor

Acute Medicine is part of the Emergency Care Directorate; the Clinical Directors for Emergency Care are Dr Ian Fairbairn and Dr Caroline Bates, and the Associate Medical Director is Dr Sally McCormack.

###### DUTIES AND RESPONSIBILITIES

You will be expected to fulfil a clinical role as a consultant in the specialty and play an active part in the day to day management of the service as well as support the wider service objectives of the Medical Directorate.

The Acute Physicians currently provide daily cover for the Acute Receiving Unit, supported by in-reach from Respiratory, Gastroenterology and Frailty Medicine. Late cover is provided by an integrated weekday on call rota shared between 28 WTE contributors; this consultant is then on-call from home overnight.

**Acute Medical Admissions Unit**

The Acute Medical Admissions Unit within the Victoria Hospital has 37 beds and 11 assessment spaces plus a further 6 assessment spaces in the collocated Rapid Triage Unit. Patients are admitted either directly from General Practice or via the Emergency Department.

There are two consultants on call every morning plus in reach from specialities. At 1pm the late on call consultant starts.

This is a busy unit with an average medical take of >50 patients per day. Real time assessment is encouraged and the duty consultants are required to be available within the unit for the duration of their shift.

There is 1:8 commitment to weekends on-call, and 1:28 commitment to weekday late shifts. Weekend shifts are split into short (0800 to 1700) and long (0800 to 2030) days, latter on-call from home overnight. These shifts are primarily focussed on the activity and ward rounds in the Acute Medical Admissions Unit. Included within the weekend on-call commitment, there is a ‘third on-call’ shift from 0800 to 1400 to support H@N handover, review MHDU patients, and support discharge activity from downstream wards.

**Ambulatory Medicine and Medical Assessment (ECAS)**

Known collectively as the Emergency Care Assessment Suite (ECAS), this ambulatory unit was created by expanding the remit of the existing DVT clinic. The first two hours of each day are dedicated to ambulatory care and ‘return’ emergency medical clinic patients; thereafter new patients are seen at dedicated time slots throughout the day. Patients are triaged to an appointment by the medical consultant covering ECAS. The aim of this unit is admission avoidance which is achievable in 95% of cases given excellent access to laboratory and radiological services. The consultant responsible for this area also takes non-specialty advice calls directly from General Practitioners. In addition, we provide the Emergency Department and Rapid Triage Unit with access to emergency acute medical clinic appointments and accept step down cases from the medical wards and acute medical unit.

The DVT clinic is by and large nurse led, but consultant input is given where needed. In total, the unit sees >800 patients per month. We work closely alongside the Outpatient Parenteral Antimicrobial Therapy service, run by Infectious Diseases & Microbiology.

**Same Day Emergency Care**

In the next few months we will be opening up a 16 chair SDEC and a 15 trolley assessment unit adjacent to the Emergency Department. Our current admissions unit will then function as a 44 bed short stay medical ward. The ECAS and RTU workload will move to SDEC. This is obviously an exciting opportunity to improve quality of care and reduce hospital admissions. The acute physicians will be central to the running and development of the service.

**Medical High Dependency**

The MHDU at the Victoria Hospital has 8 beds and is run by the team of hospital physicians. Each medical specialty has direct admissions rights. There is a IMT1+ level doctor based within the unit who is responsible for patient care in conjunction with the patient’s parent ward consultant.

The Acute Physicians review all admissions to MHDU who have not had a consultant review. Patients either remain under the AIM team or are referred onto the most appropriate medical specialty.

The MHDU is located within the critical care corridor alongside the Intensive Care Unit and Surgical High Dependency Unit, with good support from our ITU colleagues. The nurses on the unit are trained to deliver non-invasive ventilation and vasoactive drugs.

**Other Duties**

You will be expected to work with local managers and professional colleagues in the efficient running of services and will share in the medical contribution to management.

Subject to the provisions of the Terms and Conditions of Service you are expected to observe NHS Fife’s agreed policies and procedures, drawn up in consultation with the profession on clinical matters and follow the standing orders and financial instructions of NHS Fife all of which are readily available on NHS Fife’s Intranet site to which all consultant staff have access.

In particular where you formally manage employees of NHS Fife you will be expected to follow the local and national employment and HR 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.

You are required to comply with NHS Fife’s Health & Safety Policies.

**JOB PLANNING**

**PROVISIONAL JOB PLAN**

**Speciality:** Consultant In Acute Internal Medicine

**Contract:** Whole time

**Part A:** Fixed Commitments

**Example weekly timetable of Planned Activities**): We do not follow set patterns each week. There is the potential to negotiate a specialty/subspecialty interest session which would alter the below example job plan further. Once SDEC is established it is likely that the ECAS shifts will become SDEC shifts and the AU1 ward rounds assessment shifts.

|  |  |  |  |
| --- | --- | --- | --- |
| **Day** | **Hospital/Other Location** | **Type of Work** | **PA’S** |
| Monday am | VHK | AU1 ward round | DCC (5 hrs) |
| Monday pm | VHK | SPA e.g. CPD, teaching, clinical governance | SPA (4 hrs) |
| Tuesday am | VHK | MHDU reviews  ECAS | DCC (2 hrs)  DCC (2 hrs) |
| Tuesday pm | VHK | ECAS | DCC (6 hrs) |
| Wednesday am | VHK | Off | Off |
| Wednesday pm | VHK | Off | Off |
| Thursday am | VHK | AU1 ward round | DCC (5 hours) |
| Thursday pm | VHK | Admin | DCC (4 hrs) |
| Friday am | VHK | MHDU reviews | DCC (2 hrs) |
| Friday pm | VHK | SPA e.g. CPD, teaching, clinical governance | SPA (4 hrs) |

**Review of Job Plan**

The Job Plan is provisional and still to be finalised. In particular, you may be asked to consider extra programmed activities of direct clinical care. The level of participation in acute medicine on-call will be agreed at job planning and appropriate PAs agreed (either as extra programmed activities or in exchange for other DCC activity). Your job plan will be subject to review once a year by you, your colleagues in Acute Medicine and the Lead Clinician/Clinical Director for Emergency Care, as laid out in the terms & conditions of the consultant contract.

In the event of any significant changes in the circumstances affecting this job plan, it is agreed that it will be renegotiated jointly in collaboration with consultant colleagues in Acute Medicine.

### Out of Hours Responsibilities

A 1:8 weekend and 1:28 weekday late on call rota shared with general medicine colleagues (equates to 1.5 PAs weekly).

### Cover for Consultant Colleagues

Annual/Study Leave - You will be required to provide emergency cover for consultant colleagues during absence on annual or study leave. If for any reason such deputising is not practicable, the Acute Services Division of NHS Fife undertakes to authorise immediate consultant locum cover.

### Teaching and Supervision of Junior Medical Staff and Undergraduate Students

The post entails that you provide professional supervision and management of junior staff within the department who are placed here as part of the South East Scotland regional programmes.

There is excellent opportunity to become involved in Postgraduate Training including Educational Supervision. Core Medical Training in South East Scotland has been ranked highly out of all UK programmes in terms of trainee satisfaction, with NHS Fife being ranked number 3 of all UK Trusts/Boards for the highest proportion of green flags in the 2017 GMC National Training Survey – the only Scottish region to feature. We are also uniquely partnered with three Scottish Universities in terms of providing undergraduate training to senior medical students from the Universities of Dundee, Edinburgh and St Andrews. Fife is also participating in the new SCOTGEM postgraduate-entry medical degree course.

You will have the option of taking part in the formal teaching program within the Division where an active teaching programme exists for junior medical staff on both hospital sites. This would be reflected in SPA time once agreed. In addition, regular nurse/staff educations sessions with consultant input are encouraged.

The team supports consultant colleagues in progression to Fellowship of the Royal College of Physicians and subsequent PACES Examiner opportunities, with Victoria Hospital being a busy PACES examining site.

**Continuing Medical Education**

The Board supports and will require you to participate in continuing medical education (CME). You are entitled to 30 days paid study leave within any 3-year period, with expenses for the purposes of CME.

### Quality Improvement

Collaboration with your consultant colleagues, you will be expected to partake in regular QI and audit activity within the department. You will be provided with the appropriate computer hardware and software along with the maintenance of equipment and secretarial support for such an audit. We actively contribute to the Scottish Government 6 Essential Actions of Unscheduled Care programme, and Society of Acute Medicine SAMBA data.

### Clinical Research

Clinical Research and Unit Meetings – whenever possible, provided it does not interfere with your clinical responsibilities, you should endeavour to attend clinical meetings of the department.

### Managerial/Administrative Responsibilities

You are encouraged to attend all meetings within Medicine. You may also be required to attend the committees at the behest of the Operational Division of NHS Fife or Royal Colleges or National Committees. The Acute Services Division of NHS Fife accepts that your commitment to undertake such duties may involve cancellation or alteration of your fixed commitments, as well as expenses.

**Clinical Governance**

NHS Fife Acute Services Division is committed to maintaining a high quality of services to patients, with particular regard to patient safety, by continual development of practice in the light of research evidence and by audit based against relevant standards.

**CONSULTANT IN ACUTE INTERNAL MEDICINE**

**PERSON SPECIFICATION**

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| --- | --- | --- |
| **Requirements** | **Essential** | **Desirable** |
| **Qualifications** | MBChB or equivalent  MRCP  Entry on the GMC specialist register in ACUTE INTERNAL MEDICINE and/or GENERAL INTERNAL MEDICINE (or evidence of equivalent experience) | Postgraduate qualification e.g. certificate or diploma in studies in Medical Education, Leadership or Specialty interest |
| **Clinical Skills and Experience** | Acute Medicine | Any subspecialty interest desirable |
| **Teaching** | Evidence of formal or informal teaching, training and supervision of junior medical staff, medical students and other clinical staff. |  |
| **Audit** |  | Evidence of engagement with the process of Quality Improvement |
| **Research / Publication** |  | Previous publications relevant to the practice of internal medicine. |
| **Management** | Knowledge of service provision at a local level.  Awareness of the principles and core practices involved in service management, project management and effective meetings. | Involvement in service re-design.  Involvement in project delivery.  Involvement in NHS-related meetings. |
| **General Attributes** | Able to work in a team with colleagues in own and other disciplines.  Able to organize time efficiently and effectively.  Good communication skills.  Adaptable and open to new ideas.  Commitment to CPD.  Complement the existing team of Consultants. |  |

# TERMS AND CONDITIONS OF SERVICE

The post is covered by the Hospital Medical and Dental Staff and Doctors in Public Health and The Community Health Service (Scotland), Consultant Grade, Terms and Conditions of Service.

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| --- | --- |
| **TYPE OF CONTRACT** | Permanent |
| **GRADE AND SALARY** | Consultant  £84,984 - £ 112,925 per annum (pro rata)  New Entrants to the NHS will normally commence on the minimum point of the salary scale, (dependent on qualifications and experience). Salary is paid monthly by Bank Credit Transfer. |
| **HOURS OF DUTY** | Full Time 40.00 hours |
| **SUPERANNUATION** | New entrants to NHS Fife 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: www.sppa.gov.uk |
| **REMOVAL EXPENSES** | Assistance with removal and associated expenses may be given and would be discussed and agreed prior to appointment. |
| **EXPENSES OF CANDIDATES FOR APPOINTMENT** | 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 or refuse an offer of appointment. |
| **SMOKING POLICY** | NHS Fife 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 Fife 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 GGC 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 the right to work in the UK has been verified. ALL applicants regardless of nationality must complete and return the Confirmation of Eligibility to Work in the UK Statement with their completed application form. You will be required provide appropriate documentation prior to any appointment being made. |
| **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 Fife. Any information given will be completely confidential. |
| **DISABLED APPLICANTS** | A disability or health problems do not preclude full consideration for the job and applications from people with disabilities are welcome. All information will be treated as confidential. NHS Fife guarantees to interview all applicants with disabilities who meet the minimum criteria for the post. You will note on our application form that we ask for relevant information with regard to your disability. This is simply to ensure that we can assist you, if you are called for interview, to have every opportunity to present your application in full. We may call you to discuss your needs in more detail if you are selected for interview. |
| **EQUAL OPPORTUNITIES** | The post holder will undertake their duties in strict accordance with NHS Fife’s Equality Diversity and Human Rights Policy. |
| **NOTICE** | The employment is subject to three months’ notice on either side, subject to appeal against dismissal. |
| **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 the post holder’s 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. |

**Additional Information for Candidates**

# FIFE REGION

The Region of Fife is bounded in the north by the Firth of Tay, in the east by the North Sea and in the south by the Firth of Forth. The Region spans an area of 130,700 hectares and has a population of 360,000. The population served by NHS Fife is currently around 280,000. There is a highly developed agricultural area in east and north-east Fife, and in the west there is an extensive cross-section of highly skilled and scientifically orientated industry. The largest towns are Dunfermline, Kirkcaldy and Glenrothes. The cathedral city of St Andrews is the seat of Scotland’s oldest and the UK’s second oldest university.

Fife is an area of considerable scenic and historical interest. The usual range of sporting facilities are available locally including golf, swimming, fishing, curling, football, rugby, cricket, sailing, motor sport and gliding. The Cairngorm Mountains are within easy reach providing access to skiing, mountaineering, orienteering, stalking and salmon fishing. A wide range of cultural activities are available in Fife, and in the cultural centres of Edinburgh and Glasgow, with good proximity to the Edinburgh Festival, theatres, restaurants etc. The main urban and leisure centres of central Scotland are within easy reach and there are excellent air, rail and motorway links to the rest of the UK. Edinburgh & Glasgow Airports are within easy reach by road.

**HEALTH CARE IN FIFE**

Health care in Fife is provided by an Acute Services Division and the Joint Board of the Health and Social Care Partnership. Corporate Services are based at the Board’s Headquarters, Hayfield House, adjacent to Victoria Hospital, Kirkcaldy.

Prospective applicants wishing to visit the Department or who would like further information should contact either of the below. We look forward to meeting you!

|  |  |  |
| --- | --- | --- |
| **Dr Lauren Davies**  Consultant in AIM  Victoria Hospital  Hayfield Road  Kirkcaldy  Fife KY2 5AH  E-mail:  lauren.davies@nhs.scot | **Dr Ian Fairbairn**  Clinical Director / Consultant Chest Physician  Victoria Hospital  Hayfield Road  Kirkcaldy  Fife KY2 5AH  E-mail:  ian.fairbairn@nhs.scot | **Dr Andrew Storey**  Consultant in AIM  Victoria Hospital  Hayfield Road  Kirkcaldy  Fife KY2 5AH  E-mail: andrew.storey@nhs.scot |

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