**JOB DESCRIPTION**

**NATIONAL SERVICES SCOTLAND (NSS)**

Scottish National Blood Transfusion Service (SNBTS)

1. **Job Details**

Job Title: Specialty Doctor:

Employer: NHS NSS

Location: SNBTS Edinburgh and South-East Scotland Blood Transfusion Centre, Royal Infirmary of Edinburgh.

Immediate Senior Officer: Dr Jennifer Easterbrook

Hours: 40 hours per week. Applications from candidates who wish to job share or work less than full time are welcome.

1. **Entry Requirements**

* Full registration with the GMC with licence to practice
* Minimum of four years’ post registration experience
* Previous experience of a range of clinical specialties (including, but not limited to, general medicine) is desirable.
* Previous experience in haematology or transfusion medicine is desirable but not essential.
* Flexibility to travel to off-site meetings, course and training events is expected.

1. **SNBTS**

The Scottish National Blood Transfusion Service (SNBTS) is a division of NHS National Services Scotland (NSS). Accountable to the Scottish Government, NSS works at the very heart of the health service, providing national support services and expert advice to NHS Scotland. It also plays an active and crucial role in the delivery of effective healthcare to patients and the public.

SNBTS is the specialist provider of transfusion medicine in Scotland. We collect and supply blood, tissues and cells to hospitals, and provide clinical services to support the patients of NHS Scotland. We work with healthcare communities, hospital clinicians and other healthcare professionals to ensure that the donor's gift is used wisely and effectively for the benefit of patients, and that clinical services are tailored to meet the patient’s needs.

Within SNBTS Patient Services, the Clinical Apheresis Units are responsible for the care of patients undergoing a variety of therapeutic apheresis procedures and healthy donors undergoing stem cell collection. SNBTS Patient Services also provides transfusion and transplantation laboratory services and employs transfusion practitioners who work in the territorial health boards.

1. **Edinburgh & South-East Scotland Blood Transfusion Centre**

The Edinburgh and South-East Scotland Blood Transfusion Centre has responsibility for the laboratory and clinical transfusion medicine services provided out of the Royal Infirmary of Edinburgh site for this hospital and associated hospitals within NHS Lothian, including the Royal Hospital for Children and Young People, primary care facilities within Roodlands Hospital, East Lothian and St Columba’s and Marie Curie hospices. These include hospital blood banking (at the Royal Infirmary of Edinburgh and for the outlying hospitals), and regional reference services for patients with red cell antibodies, antenatal antibody screening and identification services, molecular immunohaematology laboratory services, and clinical transfusion advice. The Centre also provides the stem cell (and related) cellular collection service and a range of therapeutic apheresis services for NHS Lothian, NHS Borders, NHS Fife and NHS Tayside.

The budget of the Edinburgh and South-East Scotland Blood Transfusion Centre is approximately £ 1.0 million.

Current staffing is:-

|  |  |
| --- | --- |
| Consultant Haematologist | Dr Lynn Manson (Therapeutic Apheresis Services, Clinical Transfusion Medicine) |
| Consultant Haematologist | Dr Jennifer Easterbrook (Therapeutic Apheresis Services, Clinical Transfusion Medicine) |
| Consultant Clinical Scientist | Dr David Turner (Lead, H&I Services) |
| Consultant Clinical Scientist | Dr Richard Battle (H&I) |
| Specialty Doctor | This post |
| Specialist Trainee | South East of Scotland Haematology Training rotation |
| Regional Head of Service | Marion Mathie |
| Blood Bank Laboratory Manager | Ross Medine |
| H&I Laboratory Manager | Sylvia McConnell |
| Quality Manager | Gemma Ruck |
| Transfusion Practitioner | Bella Brownhill |
| Laboratory Staff | BMS Band 8a 2.0 WTE |
| Laboratory Staff | BMS Band 7 10.0 WTE |
|  | BMS Band 6 21.0 WTE |
|  | BMS Band 3 16.0 WTE |
|  |  |
|  |  |
| Nursing Staff | RCN Band 7 1.0 WTE |
|  | RCN Band 6 5.2 WTE |
|  |  |
| Administrative support | 2.1 WTE |
|  |  |

1. **Duties of the post**
2. Stem cell collection service

* Receipt of referrals for peripheral blood stem cell collection
* Scheduling of patients for stem cell collection in conjunction with Clinical Apheresis Unit nursing team.
* Weekly planning meeting with the transplant programme Clinical, Processing and Quality colleagues to discuss patients who have been referred for stem cell collection.
* Monthly stem cell transplant programme Quality meeting to contribute to review of performance of programme activity within quality management system.
* Review, medically assess, counsel and consent stem cell donors.
* Key coordinating role in the timely management of unrelated DKMS registry stem cell donors from point of referral through assessment to collection

b. Therapeutic apheresis service

* Receipt of referrals for elective and emergency therapeutic apheresis procedures and elective extracorporeal photopheresis procedures.
* Review, medically assess, counsel and consent patients who have been referred for therapeutic apheresis and for extracorporeal photopheresis procedures.
* Devise management plans according to published international therapeutic apheresis guidelines.
* Liaise with referring clinical teams and specialist colleagues to optimise patient’s apheresis episode, including arranging temporary central venous access.
* Liaise with Clinical Apheresis Unit nursing team to schedule patient’s therapeutic apheresis and extracorporeal photopheresis procedures.

c. General duties, Therapeutic Apheresis Service

* Clinical liaison role with the clinical apheresis team, patients and clinicians.
* Investigate and input into any clinical incidents.
* Responsible for day-to-day apheresis-related medical management of patients / donors.
* Manage any adverse events arising in apheresis patients.
* Attendance at weekly patient planning meeting.

*It is anticipated that applicants may come from backgrounds with little exposure to therapeutic apheresis. Full training will be provided by the SNBTS consultant haematologists and specialist therapeutic apheresis nurses in the Clinical Apheresis Unit.*

d. Support for the SEBTS laboratories (Blood Bank, RCI and H&I)

* Liaison role with clinicians for such issues as appropriateness of requests for transfusion and improperly labelled samples.
* Participate in roll out and application of national policies and procedures locally.
* Liaise with local hospitals to assure the efficacy of HLA matched platelets transfused in the region
* Investigate and input into any clinical or laboratory quality incidents.
* Collaborate with Hospital Transfusion Team members to provide subject matter expertise for the clinical transfusion service

*It is anticipated that applicants may come from backgrounds with little exposure to transfusion medicine. Full training will be provided by the SNBTS consultant haematologists and specialist biomedical scientists in the hospital blood bank.*

e. Supporting Professional Activities

* Writing, reviewing and updating standard operating procedures and policies relating to the therapeutic apheresis service, hospital blood bank and clinical transfusion service
* Contribution to department’s activities to maintain regulatory and accreditation compliance (including UKAS, JACIE).
* Attendance at relevant local and national meetings. For example, Clinical Apheresis Unit departmental meeting, RIE Hospital Transfusion Team, SNBTS Medical and Clinical Scientists meeting
* Delivery of training to haematology trainees, biomedical scientists and nursing staff.
* Clinical audit and quality improvement activities relating to the clinical apheresis and clinical transfusion services
* Mandatory training for role
* Competency assessment for role
* Participation in CPD and maintenance of an appropriate CPD record.
* Preparation for and participation in appraisal, job planning and revalidation.

1. **Hours of work**

Whilst this sample job plan is written for a full-time (40 hours, 10PAs) post, applications from suitable candidates who wish to job share or work less than full time are welcome.

It is expected that the majority of duties of this post will require daily on-site working.

In keeping with the Specialty Doctor contract, out-of-hours work is defined as outside the period of 07.00 to 19.00 Monday to Friday, and any time on a Saturday or Sunday (or statutory or public holiday). At this time, participation in an out-of-hours (on call) rota is not envisaged.

Cover for annual and study leave will be coordinated with other medical staff including haematology specialist trainees within RIE and SNBTS.

There are a number of Specialty Doctors working in various roles within SNBTS, and the post holder will be put in contact with these colleagues. Bi-monthly medical and clinical scientists meetings are held across SNBTS including 6-monthly educational half days, to which the post holder will be invited to attend.

Sample Job Plan

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| --- | --- | --- | --- | --- |
| DAY |  | TYPE OF WORK | DCC | SPA |
| Monday  09:00-13.00  13.00-17.00 |  | On site medical cover and duties relating to apheresis care and clinical transfusion service  Weekly stem cell collection planning meeting (incorporating monthly transplant programme Quality meeting)  On site medical cover and duties relating to apheresis care and clinical transfusion service | 2 | 0 |
| Tuesday  09.00 – 13.00  13.00 17.00 |  | On site medical cover and duties relating to apheresis care and clinical transfusion service  SPA | 1 | 1 |
| Wednesday  09.00 – 13.00  13.00 – 17.00 |  | On site medical cover and duties relating to apheresis care and clinical transfusion service  On site medical cover and duties relating to apheresis care and clinical transfusion service | 2 | 0 |
| Thursday  09.00 – 13.00  13:00-17:00 |  | On site medical cover and duties relating to apheresis care and blood safety  On site medical cover and duties relating to apheresis care and clinical transfusion service | 2 | 0 |
| Friday  09.00 - 13.00  13.00 – 1700 |  | On site medical cover and duties relating to apheresis care and clinical transfusion service.  Weekly CAU patient planning meeting  On site medical cover and duties relating to apheresis care and clinical transfusion service | 2 | 0 |

**8. Other facilities**

Office space with relevant IT equipment and full-time administration staff (shared between departmental staff) will be made available.