

**Clinical Teaching Fellow in Palliative Medicine**

Recruitment Pack

Application Closing Date: 2nd September 2024

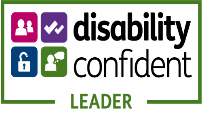
HR Medical & Dental

Law House

Airdrie Road

Carluke

ML8 5EP

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**Contents**

To assist you with your application for the post of Clinical Teaching Fellow in Palliative Medicine for NHS Lanarkshire, this pack will provide useful information about the posts, about NHS Lanarkshire and about Lanarkshire more generally.

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| **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 complete applications by MIDNIGHT ON THE CLOSING DATE.**

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

Please follow the link below should you wish any further information on NHS Lanarkshire

[Recruitment | NHS Lanarkshire (scot.nhs.uk)](#)

**Application Process:**

The first part of the process is to complete the gateway questions applicable to the role you are applying for. Should you meet the requirements of the gateway questions you will then have the opportunity to complete the full application form, which asks you to complete your top three preferences of location and specialty.

**It is important that you demonstrate you meet the eligibility criteria detailed in the person specification on your application.**

**Shortlisting Process:**

**Stage 1**

Applications will be longlisted in line with the person specification for the job. If you are successful, you will receive an email from Jobtrain advising you have been successful. Successful candidates from longlisting will be emailed a Clinical Situation and asked to provide feedback on this in the form of a one page document or a short video (the required format will be confirmed to you). If you are successful after this stage you will receive an invite to interview email.

**Stage 2**

Interview and Competency Assessment.

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| **Section 2: Contact Information** |

**Post Queries**

Prospective applicants are encouraged to make contact with:

Dr Kerry McWilliams

Clinical Director, Palliative Care

(Email: [kerry.mcwilliams@lanarkshire.scot.nhs.uk](#))

Dr Fiona Finlay

Undergraduate Lead for Palliative Care & Bereavement, Glasgow UMS

(Email: [fiona.finlay@ggc.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**

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

**Job Description**

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| 1. **JOB DETAILS** | |
| **Job Title**  **Health Board**  **Responsible to**  **Location**  **Last Update** | Clinical Teaching Fellow in Palliative Medicine  NHS Lanarkshire  Clinical Director for Palliative Care  Palliative Care Services, Base to be determined  10/07/24 |

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| 1. **JOB PURPOSE** |
| The Directorate of Medical Education, in conjunction with Specialist Palliative Care, seeks to appoint an enthusiastic individual to assist in the delivery of undergraduate palliative care teaching. The post would ideally suit any trainee with medical experience up to core medical training or equivalent and is until August 2025. The post holder will contribute to a team of Clinical Teaching Fellows within Medical Education in NHS Lanarkshire.  The post is appointed in conjunction with clinical service, with an equal 50:50 split in sessions between clinical and teaching commitments. The post is appointed with the clinical component supporting the NHS Lanarkshire Specialist Palliative Care team and the teaching component is primarily aimed at integrating palliative care education into the undergraduate curriculum. It is directed by the University of Glasgow via the Palliative Medicine Undergraduate Lead in conjunction with the Sub-deans on site.  A regular contribution to other teaching, including simulation, multi-disciplinary teaching and supporting the Widening Access to Medicine Programme will also be expected. Due to simulation faculty requirements a nominal 0.5 days per week will be allocated to simulation teaching activity. This will be on a flexible basis as the teaching calendar directs.  Allocation of site specific clinical and teaching duties will be outlined in each post holder’s job plan organised by the SPC Clinical Director, Undergraduate Palliative Medicine Lead, site Hospital Sub Dean, Associate Director of Medical Education and Simulation Lead.  The post-holders are expected to undertake personal study in the field of Medical Education dependant on previous educational qualification and, in particular, to complete a Post Graduate Certificate in Medical Education during their year’s attachment (preferred provider Dundee University). Paid time during working hours is provided to enable this (max.1 session).  Other duties may be allocated from time to time as directed by the Director of Medical Education.  **For all successful applicants**  **Teaching**  Working in association with the other Clinical Teaching Fellows and the Clinical Simulation Fellow, Director of Medical Education, Simulation leads, Associate Directors of Medical Education and Hospital Sub Deans, the post holder will contribute to the delivery of palliative medicine teaching to the University of Glasgow students. They will contribute to the development of new approaches to medical teaching and to their evaluation, including simulation and clinical skills.  **Research**  The post holder will be expected to take part in ongoing SPCT quality improvement and research activities and will be encouraged and supported in their own projects.  **Personal Development**  The post holder is expected to maintain and develop their clinical skills through their clinical commitment.  Fellows will be expected to complete a local simulation course as part of their development as an educator.  The post holder is expected to comply with formal supervisory and assessment processes in regard to both their clinical and educational activities. Supervision will be jointly between the Hospital Sub Dean, local palliative care clinicians and Associate Director of Medical Education on each site.  **Educational Aims of the Post**   * Develop expertise in designing an undergraduate palliative medicine curriculum * Develop expertise in delivering undergraduate and postgraduate education * Gain experience in clinical simulation * Gain experience in teaching techniques * Gain experience in research and related activities * Maintain and develop clinical skills.   **Education and Training**  The Palliative Care team in Lanarkshire is committed to providing high quality educational experience in a supportive and nurturing environment. It is a recognised Palliative Medicine training unit. In addition to providing Educational and Clinical Supervision for rotating Higher Specialist Trainees in Palliative Medicine, we provide Clinical Supervision for two GP trainees on six monthly rotations and one IMT on four monthly rotations. The service hosts multiple trainees from other specialties on month long placements and taster weeks. We are actively involved in undergraduate education and receive regular fourth and fifth year medical students from the University of Glasgow on one day placements and offer SSC and elective placements.  **Clinical Aspects of the Post**  The successful applicant would join the team providing Specialist Palliative Care across NHS Lanarkshire. The main duties of the post will be dependent on the successful applicant’s palliative medicine experience but is likely to involve time in the SPC in-patient unit at St Andrew’s Hospice. The 18 bedded unit in Airdrie provides multi-disciplinary specialist care to patients who have complex needs as a result of progressive life limiting illness. You would be closely supported to provide input into the care of these patients, including providing holistic assessment, meeting with families, and liaising with other members of the MDT relevant to each patient’s care. Applicants with significant experience in palliative medicine would have the opportunity to contribute to the work of the team in acute and community settings, where we work in an advisory capacity with our primary and secondary care colleagues to provide care for patients with complex palliative and end of life care needs. |

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| 1. **THE DEPARTMENT** |
| NHS Lanarkshire has recently committed to a redesign and expansion of Specialist Palliative Care services with a focus on developing acute and community services. The ‘hub’ model of working will create three geographical teams of doctors and nurse specialists who will work flexibly across acute and community to provide responsive specialist care to patients with complex needs. Each hub will be based around an acute hospital and its surrounding community area.  In our community service we work with a team of experienced clinical nurse specialists who already operate on a three hub model. The expansion of consultant posts will allow medical staff to be embedded within the teams to further improve team working, patient continuity and training. We aim to increase access to medical review in the community and expand on our current community based work (JIC meds, community management of hypercalcemia, ReSPECT) to prevent unwanted and unnecessary admissions wherever possible.  All referrals to SPC services in Lanarkshire, including IPU, are now managed via a Single Point of Access (SPOA). This is staffed Monday to Friday by a consultant and senior nurse and allows us to direct referrals to the most appropriate clinician and also provide timely clinical advice to referrers where same day SPC review is either not necessary or unavailable. The SPOA currently handles upward of 250 referral and advice requests per month.  NHS Lanarkshire has two palliative care in-patient units, with medical staff responsible for the admission and management of patients with medically complex needs from across Lanarkshire. Consultants based in the IPU will have a cohort of patients managed with the support of a multi-disciplinary MDT that includes experienced middle grade doctors, doctors in training, social worker, chaplaincy, OT, physiotherapy and pharmacy.  We are deeply committed to further developing our education and training remit. We provide teaching on symptom management, end of life care and future care planning to all health care disciplines and are a training unit for the West of Scotland Palliative Medicine area. We are committed to ongoing education and training of our non-medical colleagues. In addition to shadowing opportunities for ANPs and DNs, we have an ongoing role acting as Practice Assessors for our own CNS team pursuing Clinical Assessment and Decision Making and Independent Prescribing qualifications.  The current medical team are detailed below:   |  |  |  | | --- | --- | --- | | Consultants | Special Interest | | | Dr Susan Cook | ReSPECT, Education | | | Dr Fiona Finlay (from Oct 24) | Undergraduate Palliative Medicine and Bereavement Lead, Advanced Liver Disease | | | Dr Karen Harvie | Education and Training, Rota Coordinator | | | Dr Sandra McConnell | Medicines Management, Quality Improvement Advisor | | | Dr Fiona McMunnigall | Education and Training, Governance | | | Dr Kerry McWilliams | Clinical Director, Training | | |  | | | | Specialty Doctors | | 4 (2.4 WTE) | | Specialist Registrars on rotation from the West of Scotland Training Scheme. | | 1 | | GPST | | 2 | | IMT | | 1 |   In addition, within the Specialist Palliative Care directorate there is a Nurse Consultant in Palliative Medicine, 2 CNS Team Leaders, 3 Advanced Clinical Nurse Specialists and 14 WTE CNSs. |

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| 1. **MANAGEMENT STRUCTURE** |
| The supporting operational and clinical management structures are focused on enhancing patient safety, quality improvement and local delivery at hospital level, with visibility of clinical leadership and support for individual professional accountability. Our Medical Managers will provide professional leadership to medical staff, ensuring that they are effectively developed, organised, integrated and managed to support the strategic aims of each Division and meet the needs of the patient.  Management Structure Overview (HSCPs) |

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| 1. **RESOURCES** |
| All Medical Staff have access to shared office spaces with IT facilities.  The departmental admin team provide administrative and secretarial support. |

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| 1. **JUNIOR MEDICAL STAFF/MEDICAL STUDENTS** |
| We have doctors on rotation in both GP and IM training programmes. We are a training unit for the West of Scotland Palliative Medicine region.  We welcome doctors on taster week placements and higher specialist trainees from other specialties such as Psychiatry and Medicine for the Elderly who require further palliative medicine exposure.  We welcome students from the University of Glasgow for regular Palliative Medicine attachments and have hosted students for SSC modules and electives. |

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| 1. **WORK PROGRAMME** |
| The duties and responsibilities are supported by a work programme detailed as follows:  **Work Programme**  The work programme will be dependent on the successful candidate’s previous experience in palliative medicine. The post will have a 50% between clinical and teaching commitments.  On taking up post, a work programme will be agreed between the person appointed and the Clinical Director and Undergraduate Lead. This work programme is subject to review at least once a year by the post holder and the Clinical Director ns.  The timetable is indicative and subject to negotiation with the Clinical Director / Undergraduate Lead. |

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| Fixed Commitments | **Days** | **Hours** | **Type of Work** | **Location** |
| Monday | AM | Ward Round | St Andrew’s Hospice |
|  | PM | New patient reviews | St Andrew’s Hospice |
| Tuesday | AM | Ward Round | St Andrew’s Hospice |
|  | PM | Family meetings, MDT | St Andrew’s Hospice |
| Wednesday | AM | Simulation |  |
|  | PM | Medical Education |  |
| Thursday | AM | Medical Education |  |
|  | PM | Medical Education |  |
| Friday | AM | Ward Round | St Andrew’s Hospice |
|  | PM | Medical Education |  |
| This is an example. A specific work programme will be negotiated with the successful applicant. | | | | |

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| 1. **AUDIT & RESEARCH** |
| The successful candidate will be expected to participate in audit and quality improvement processes as part of appraisal and there is an active clinical audit department available to assist. NHS Lanarkshire is ambitious to build a portfolio of research projects backed by enthusiastic and dynamic individuals. It has an active Research and Development department and would welcome discussion regarding a potential research interest. |

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| 1. **CONTINUING PROFESSIONAL DEVELOPMENT** |
| As this is a service post study leave would require to be approved by your Clinical Director. The appointee will be required to fulfil such demands for continuing professional development as the Royal College of Physicians or other relevant bodies may make. |

**Clinical Teaching Fellow in Palliative Medicine**

**Person Specification**

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| **Criteria** | **Essential** | **Desirable** |
| Qualifications | * MBChB (or equivalent). * Current full registration with GMC with a licence to practice. | * Evidence of attaining or progressing towards suitable post-graduate medical qualification e.g. MRCGP or MRCP * Other e.g. ALS Provider, simulation faculty member |
| Training | Shall have completed at least two years’ full-time postgraduate training (or its equivalent gained on a part-time or flexible basis), at least one year of which will be in adult medicine. **OR CREST FORM**    * Experience within UK training establishments | * PG Cert Prof education * Human Factors Training |
| Experience | * Recent and relevant clinical experience and competency in adult medicine. * Eligible for full registration with the GMC at time of application and hold a current licence to practice \*   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. | * Oncology, haematology or palliative medicine experience. * Experience supervising the clinical work of doctors in training and relevant staff in other disciplines. * Supervising students |
| Audit/  Research | * Evidence of contribution to audit at least at local level. * Awareness of principles of research with an ability to critically analyse medical literature | * Experience and interest in Audit of Palliative Medicine practice and experience of design of audit. * Research within Palliative Medicine or Education. |
| Publications | * Presentations to peers or undergraduates. | * Previous publications. * Presentations at national meetings. |
| Teaching | * Previous involvement in the delivery of undergraduate or postgraduate teaching. | * Interest in and commitment to teaching and training. * Experience of organising teaching programmes. * Formal training in educational/clinical supervision |
| Knowledge and  Skills | * Evidence of Foundation Level Competencies (including venepuncture, cannulation) * A sound knowledge of:   Drugs used for pain & symptom management  Ethical issues of patient autonomy  Management of common medical emergencies   * Excellent communication skills (verbal and written) * Excellent IT skills |  |
| Disposition | * Committed to holistic, high quality patient care. * Ability to be sensitive to the needs of patients and relatives. * Ability to work under pressure. * Ability to work effectively in a multidisciplinary team. * A flexible approach to duties. * Good time management and organisation |  |

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| **PERSON PROFILE** | | | |
| **Demonstrated at Pre-Employment Check** | | | |
| **Essential**  Satisfactory medical clearance by NHS Lanarkshire Occupational Health Service.  Service PVG Check.  Current full driving licence and access to a vehicle (required for jobs where an immediate return to site or travel between sites is required). | | | |
| If there is any reason why a disabled person should not be considered suitable for this post, please provide details: | | **The post requires physical dexterity. Uncorrected visual or hearing defect would be incompatible with the nature of the work.** | |
|  | **Prepared By:** | | **Approved By:** |
| **Name** | Dr Kerry McWilliams | |  |
| **Designation** | Clinical Director, Palliative Care | |  |
| **Date** | 11/07/24 | |  |

**Terms & Conditions**

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| **POST** | Clinical Teaching Fellow in Palliative Medicine |
| **BASE** | SPC Service, NHS Lanarkshire |

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| **FURTHER INFORMATION ABOUT THE POST:** | |
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| **Hours of Work** | The job is offered as a full-time post on a (40 hours per week). |
| **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](#) |
| **Notice** | Employment is subject to one month notice on either side. |
| **Occupational Health** | The successful candidate, if not already employed by NHS Lanarkshire, will be required to complete a medical questionnaire to obtain medical clearance from the Occupational Health Physician. |
| **Protection of Vulnerable Groups Scotland** | The successful candidate will be required to complete a Disclosure Scotland PVG (Protecting Vulnerable Groups Scheme) form. An email link will be sent to the successful candidate for completion. No approach will be made without written permission of the successful applicant who will be asked to sign and complete a disclosure PVG application, giving authorisation for the check to be undertaken. If you are a non EEA National and are currently based out with the UK, a Country of Origin check/criminal records certificate will also be required from each country in which you have resided continuously or cumulatively for 12 months or more in the last 10 years. |
| **Salary** | The starting salary for the post is £40,995- 64,461 per annum (based on 40 hours per week). |

**Selection Process**

The Job Description and Person Specification is designed to inform potential applicants on the essential and desirable experience and personal attributes which are sought in the appointment of this Consultant in Palliative Medicine post.

Assessment against this will feature throughout the recruitment and selection process for the appointment.