

Working for NHS Lothian

JOB TITLE: Locum Consultant in Public Health

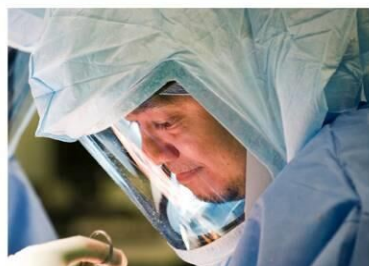
JOBTRAIN REFERENCE: 208450

CLOSING DATE: 24/02/2025

INTERVIEW DATE: 27th February 2025



Image courtesy of Edinburgh Inspiring Capital (www.edinburgh-inspiringcapital.com)



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We cannot accept CV's as a form of application and only application forms completed via the JobTrain system will be accepted. Please visit <https://apply.jobs.scot.nhs.uk> for further details on how to apply.

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.

Please visit our Careers website for further information on what NHS Lothian has to offer
<http://careers.nhslothian.scot.nhs.uk>



<http://careers.nhslothian.scot.nhs.uk>

Section 1: Person Specification

REQUIREMENTS	ESSENTIAL	DESIRABLE
<p>Qualifications and Training</p>	<p>Inclusion in the GMC Full and Specialist Register with a license to practice/GDC Specialist List or inclusion in the UK Public Health Register (UKPHR) for Public Health Specialists at the point of application.</p> <p>If included in the GMC Specialist Register/GDC Specialist List in a specialty other than public health medicine/dental public health, candidates must have equivalent training and/or appropriate experience of public health practice.</p> <p>Public health specialty registrar applicants who are currently on the UK public health training programme and not yet on the GMC Specialist Register, GDC Specialist List in dental public health or UKPHR must provide verifiable signed documentary evidence that they are within 6 months of gaining entry to a register at the date of interview.* If an applicant is UK trained in Public Health, they must ALSO be a holder of a Certificate of Completion of Training (CCT) or be within six months of award of CCT by date of interview.</p> <p>If an applicant is non-UK trained, they will be required to show evidence of equivalence to the UK CCT.</p> <p>Medically qualified applicants must be registered with the GMC.</p>	<p>A Master's degree in Public Health or equivalent</p>



	<p>MFPH by examination, by exemption or by assessment.</p> <p>A relevant degree level qualification or equivalent.</p> <p>Applicants must meet minimum CPD requirements (i.e. be up to date) in accordance with Faculty of Public Health requirements or other recognised body.</p> <p>Have documented evidence of current (or past) competence at the level required by the legislative guidance in order to be appointed as an NHS Health Board “Competent Person” for the purposes of the Public Health etc. (Scotland) Act 2008, as set out in the appropriate regulations.</p>	
<p>Knowledge</p>	<p>Screening, health improvement, inequalities and planning theories and application to an expert level.</p> <p>Strong and demonstrable understanding of interfaces between health, social care and key partners (dealing with wider determinants of health)</p> <p>In depth knowledge of methods of developing clinical quality assurance, quality improvement, evaluation and evidence based public health practice.</p> <p>Methods and approaches in community and public engagement.</p> <p>Research methods including application of complex qualitative and quantitative analytical approaches.</p> <p>Resource management.</p> <p>Understanding of the public</p>	



	sector duty and the inequality duty and their application to public health practice	
Experience	<p>Evidence of substantial understanding of and expertise in public health practice, health protection, health improvement interventions and health care service delivery and evaluation.</p> <p>Providing public health expertise, leadership and NHS strategic advice and support in managing incidents and adverse events.</p> <p>Developing and interpreting national, regional and local policies or strategies to deliver key public health targets.</p> <p>Using evidence to support the development of policy, strategy, service change or programmes to improve health and reduce inequalities.</p> <p>Delivery of successful change management programmes across services and organisational boundaries.</p> <p>Teaching, training and mentoring scientific and professional staff.</p> <p>Working in or with communities and the public using a range of public health and health improvement approaches.</p> <p>Commissioning, monitoring and evaluating programmes through partnership working.</p> <p>Expert programme management, report writing and ability to use a range of presentation methods.</p> <p>Undertaking and supporting</p>	<p>Media experience demonstrating delivery of effective health behaviour or health promotion messages.</p> <p>Environmental, social and behavioural determinants of the effectiveness of health improvement interventions.</p>



	<p>research and audit, literature searching and critical appraisal.</p> <p>Experience of using complex information to explain public health issues to a range of audiences.</p>	
Skills	<p>Strategic thinker with proven leadership skills.</p> <p>Excellent oral and written communication skills (including dealing with the media).</p> <p>Effective interpersonal, motivational and influencing skills, including multidisciplinary working.</p> <p>Ability to respond appropriately in unplanned and unforeseen circumstances.</p> <p>Analytical skills able to utilise both qualitative (including health economics) and quantitative information.</p> <p>Able to demonstrate and motivate organisations to contribute to improving the public's health and wellbeing through mainstream activities and within resources.</p>	
Personal qualities	<p>Able to influence senior members including directors and chief executive officers. Ability to work in a team with colleagues in own and other disciplines.</p> <p>Self-motivated, proactive, and innovative.</p> <p>Able to prioritise work and work well against a background of change and uncertainty.</p> <p>Adaptable to situations, can handle people of all capabilities</p>	<p>Ability to motivate colleagues.</p> <p>Evidence of previous managerial training and experience.</p>



	<p>and attitudes.</p> <p>Commitment to team working, and respect and consideration for the skills of others.</p> <p>Ability to organise time efficiently and effectively.</p>	
Academic Achievements	<p>Evidence of research activity and presentations.</p> <p>Evidence of poster or oral presentations at national or international meetings.</p>	Evidence of research and publications in peer reviewed journals.
Teaching and Audit	<p>Evidence of commitment to: clinical audit, formal and informal teaching and training of trainee doctors, medical students and other clinical staff.</p> <p>Have achieved 'Recognised Trainer' status or evidence commitment to working to achieve this.</p>	<p>Experience of designing audits.</p> <p>Evidence of training in clinical and/or educational supervision.</p> <p>Training and mentoring skills.</p>
Motivation	<p>Evidence of commitment to: Protecting and improving the public's health, addressing the social determinants of health and reducing inequalities.</p> <p>Continuous professional development and lifelong learning.</p> <p>Effective and efficient use of resources.</p>	
Circumstances of Job	May be required to work at any of NHS Lothian's sites and those of partner organisations.	

**Applicants going through the portfolio registration routes (GMC or UKPHR) are not eligible to be shortlisted for interview until they are included on the register. The six-month rule does not apply to these portfolio route applicants.*



Section 2: Introduction to Appointment

Job Title: Locum
Consultant in Public Health Medicine/Consultant in Public Health

Department: Public Health and Health Policy

Base: 102 West Port, Edinburgh EH3 9DN and Astley Ainsley Hospital, 133 Grange Loan, Edinburgh, EH9 2HL

There may be flexibility around wte which can be discussed with the recruitment panel.

You may be required to work at any of NHS Lothian's sites. This post is suitable for hybrid working however a minimum of 2 days per week will be required in the office.

Post Summary:

To provide consultant level expert leadership for the public health agenda across Lothian as part of a department that provides a comprehensive public health function to health improvement and health inequalities, health protection, health services and health intelligence. The post holder will develop and interpret national, regional and local policies and through partnership working across a range of disciplines in the public, third and independent sectors, will lead and direct the development of inter-agency health strategies, plans and programmes that deliver the key local, national and international public health targets for improving population health and reducing health inequalities. The post holder will also contribute key public health competencies to a range of health service plans, policies and strategies.

Specifically, the post holder will provide Consultant level expert leadership for National Screening programmes. These may include cancer screening programmes, such as bowel, breast and cervical, or non-cancer screening programmes including pregnancy and newborn, abdominal aortic aneurysm, and diabetic eye screening. This post is situated within the Healthcare Public Health Division and reports to the Lead Consultant for Healthcare Public Health.

Please note: At the time of advertisement this post attracts an availability supplement for on-call public health duties however this is subject to change as we are planning to move our on-call service to a health-protection-specialist-led service in early 2025 (date TBC) as the transition to East Region Health Protection concludes. Further details available on enquiry.

Section 3: Departmental and Directorate Information

The Department of Public Health and Health Policy aims to improve and protect the health of the people in Lothian as part of a whole system approach to public health in Scotland. The department is organised into four multidisciplinary Divisions; Population Health, Healthcare



Public Health, Health Protection and Business and Administration. Our Health Protection service is delivered on an East Regional basis with a Directorate lead within NHS Fife.

Population Health

- Deliver a health in all policies approach in health and social care partnerships and community planning partnerships with a focus on prevention and tackling inequalities
- Deliver a public health intelligence function for Lothian that supports epidemiology, planning, quality improvement and health promotion work within partnerships and hospital settings
- Provide oversight and public health leadership across Lothian for: Maternal and Infant Nutrition; Maternal and Child Health; Healthy Respect (Sexual Health); Quit Your Way (Tobacco); and NHS Lothian Resilience.

Health Care Public Health

- Provide oversight and leadership for screening programmes, immunisation, dental public health, pharmaceutical public health and equalities and human rights

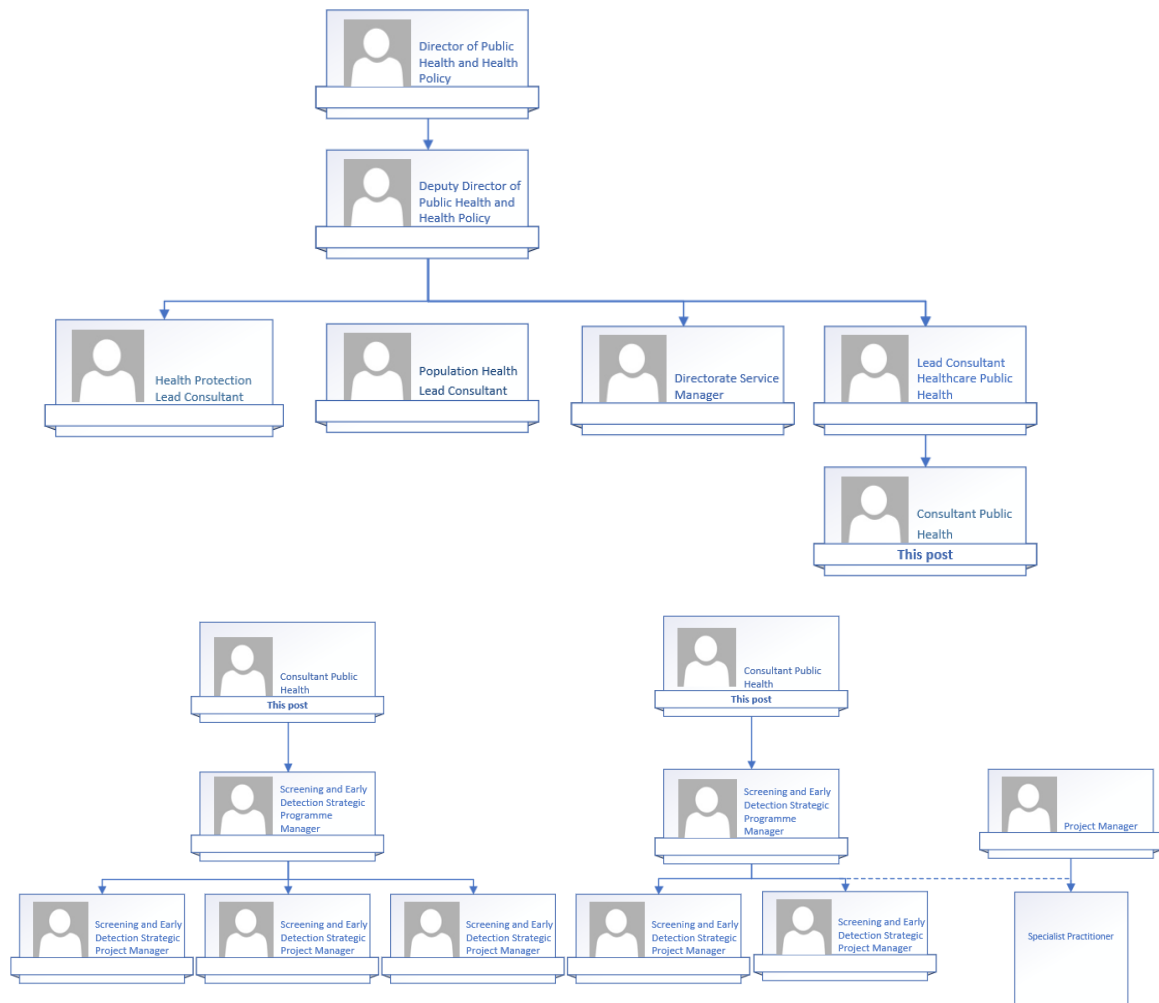
East Region Health Protection service:

- leading a health protection service from an East Region approach which includes NHS Lothian, NHS Fife, NHS Forth Valley and NHS Borders.
- Prevent the proliferation of communicable and non-communicable diseases and environmental hazards

Business & Administration: play a critical governance role ensuring that the Directorate has robust processes and business procedures to meet strategic and operational objectives and priorities.

There is a strong commitment to multi-disciplinary public health reflected in the range of staff within the department. There are approximately 180 staff working across all areas of public health. Teams within the Department have regular meetings to discuss strategic direction, shared challenges and ideas.





Section 4: Main Duties and Responsibilities

Public Health Leadership

- To demonstrate leadership and behaviours which adhere to organisational policy and exemplify NHS Lothian's values of quality; dignity and respect; care and compassion; openness; honesty and responsibility; and teamwork.
- To develop extensive professional and community support, co-operation and participation to improve health and reduce inequalities by working with a wide range of stakeholders: within the team, across Lothian and, where appropriate, beyond (e.g. regionally or nationally).
- To utilise highly developed interpersonal communication skills to consult, negotiate, mediate, facilitate and influence effectively in order to promote and progress the public health agenda. This will involve employing diplomacy, tact and compassion to influence and persuade individuals and groups through collaborative and partnership working; fostering trusting relationships with senior colleagues within NHS Lothian and among partners and wider communities.
- To work collaboratively with colleagues within the Department to ensure excellence in individual and team performance and to help foster a learning culture.



- To follow consistently NHS Lothian and the Department's policies and procedures.

Partnership and collaborative working for public health

- To lead the development of inter-agency and interdisciplinary short and long-term strategic working to improve public health in the general population and in vulnerable groups. This requires the ability to work across a range of disciplines and geographies/organisational boundaries.
- To support and promote the integration of health, statutory services and voluntary organisations to promote effective joint working between NHS Lothian, Integration Joint Boards/Health and Social Care Partnerships and Community Planning Partnerships.
- To build and maintain effective relationships with external agencies and other stakeholders to influence their policy decisions. This will involve working with complex professional, managerial and population groups across the statutory, non-statutory and independent sectors.

Health improvement and tackling health inequalities

(In addition to the partnership and collaborative working outlined above)

- To lead, develop, monitor and evaluate a range of health improvement programmes and inequalities approaches. This will include engagement with professionals and communities using whole systems working; raising awareness around the role stakeholders can play in reducing inequalities and improving health.
- To lead, influence and support the development of structures and mechanisms which may use: a commissioning model, a range of community development approaches and methods in needs assessment, planning and development, implementation and evaluation of policies, strategies, services, programmes or interventions.

Policy and strategy development and implementation

- To lead on the communication, dissemination and implementation and delivery of national, regional and local policies, developing inter-agency and interdisciplinary strategic plans and programmes, with delegated Board or organisational authority to deliver key public health targets.
- To act in an expert advisory capacity on public health knowledge, standards and practice, across the spectrum of public health at Board or equivalent level and beyond.
- To be responsible for the development and implementation of multi-agency long-term strategic public health programmes as required, based on identification of areas of potential health improvement, the diversity of local needs and the reduction of inequalities.

Assessing the evidence of effectiveness of health and healthcare interventions, initiatives, programmes and services

- To provide highly specialised public health advice and leadership to support and inform an evidence-based approach for the commissioning, development and



improvement of high-quality equitable services across primary, secondary and social care, and local authorities, voluntary and community organisations in potentially contentious and hostile environments where barriers to acceptance may exist.

- To be responsible for leading service development, evaluation and quality assurance governance in specific areas and for preparing and adjusting action plans in line with changing needs and geographical boundaries.
- To be responsible for the identification and implementation of appropriate health outcome measures, social and health care pathways/protocols and guidelines for service delivery across patient pathways for the local population.

Surveillance and assessment of the population's health and well-being

- To maintain and improve effective systems for the surveillance of both non-communicable and communicable disease and environmental hazards across Lothian and ensure that these inform national surveillance systems.
- To develop information and intelligence systems to underpin public health improvement and action across disciplines and organisations.
- To receive, interpret, provide and advise on highly complex epidemiological, qualitative and quantitative information about the health of populations to colleagues and wider partners.
- To write and/or contribute to local, national and international reports on the health of the population of NHS Lothian.

Health Protection

- To work with colleagues across Lothian and Scotland to safeguard the population's health through the development of public health strategies and policies for communicable disease, reduction of vaccine preventable disease, infection control and environmental health
- As a competent person (under the Public Health (Scotland) 2008 Act), to take part in the health protection out of hours on-call rota for the effective control of communicable disease, environmental health hazards and emergency planning. This will include participation in the out of hours rota. *(NB: see please note under Post Summary)*
- To communicate effectively and diplomatically with the media and the public on health improvement and/or health protection issues that may at times be in challenging, sensitive or difficult circumstances, for example, during a major incident.

Academic Public Health, Research and Training

- To undertake and commission research, surveys and audits, including literature reviews, to inform equitable services, to protect and improve health, and reduce inequalities.
- To develop links with academic centres as appropriate, such as universities, the Scottish Public Health Observatory and Medical Research Council Centres, to ensure the work of the organisation is based on sound research and evidence.
- To develop public health capacity through education and training by raising awareness of the contribution of public health skills and knowledge in the local health community, including the local authority and the third sector.
- To contribute, where required, to high quality teaching and training including for Specialty Registrars in Public Health, other public health colleagues and partners.



- To deliver core aspects of training for Public Health Specialty Registrars and other trainees.
- To act as educational supervisor and appraiser as delegated by the Director to ensure external accreditation of training posts with an appropriate allocation of SPA time for these roles

Management of people

- To manage one's own time and workload and contribute to the general functions of the Directorate.
- To provide leadership for colleagues working on priority programmes and associated teams.
- To undertake line management role(s) in line with the needs of the Directorate
- To demonstrate competence in people management when dealing with staff and all manners of staffing issues (e.g. performance) which may cause significant stress.

Management of resources

- To be an authorised signatory of designated budgets in line with the Directorate Scheme of Delegation and in accordance with the Lothian NHS Board's Standing Financial Instructions, to be responsible for the monitoring of budget activity. The post-holder will be expected to demonstrate competence in the sourcing and application of funds.

Out of Hours Commitments

- The post holder will be part of NHS Lothian's out of hours public health function and be able to undertake complex telephone assessments and chair incident management team meetings, Scientific and Technical Advice Cells (STAC) or provide an equivalent response (Level 1). (NB: see note under Post Summary).

Location

- At present, the principal base of work is Waverley Gate.
- This post is suitable for hybrid working however a minimum of 2 days per week will be required in the office.
- As part of your role, you will be required to work at any of NHS Lothian's sites and those of partner organisations.
- You may also link with colleagues through applications such as Microsoft Teams.

Provide high quality care to patients

- Maintain GMC specialist registration and hold a licence to practice or equivalent specialist status on the UK Public Health Register or GDC Specialist List for Public Health Specialists.
- Develop and maintain the competencies required to carry out the duties of the post.
- Ensure patients are involved in decisions about their care and respond to their views.

Governance and Professional Obligations



- To participate in departmental objective setting as part of the annual job planning process.
- To pursue a programme of CPD/CME, in accordance with Faculty of Public Health requirements or other recognised body, and undertake revalidation, audit or other measures required to remain on the GMC/GDC Specialist Register or the UK Public Health Register or other specialist register as appropriate.
- To participate in annual appraisal, clinical audit, incident reporting and analysis and ensure resulting actions and plans for improvement are implemented.
- Keep fully informed about best practice in the specialty areas and ensure implications for practice changes are discussed with the Lead Consultant for Healthcare Public Health.
- The post-holder will be expected to undertake any other duties as agreed with the Lead Consultant for Healthcare Public Health.
- , to support delivery of the public health effort and assist colleagues locally, regionally and nationally.

Interpersonal and Communications

- Demonstrate a wide range of interpersonal and communication skills including tact, negotiation, sensitivity and empathy.
- Handle sensitive information (e.g. confidential patient or staff information)
- Have strong written and presentation skills, and be able to express a view convincingly and coherently both verbally and in writing.
- To communicate highly complex concepts and ideas to all parts of the population using appropriate oral, written and multimedia methods. This will include appropriate tailoring of communication approaches for individuals with differing needs (e.g. when language barriers, sensory impairment or learning difficulties might be present).
- Demonstrate effective media handling skills, for example, in a major incident where the post-holder may be required to give media interviews and press statements to tight deadlines and in a highly pressurised environment.
- To receive, interpret and provide public health information and advice that is highly complex, emotive, sensitive or contentious to the NHS, Local Authorities, other statutory sector and voluntary and community organisations and to members of the public. This must be done sensitively in environments where others will have conflicting views and may be hostile or antagonistic.
- The post may involve work with partners such as the Central Legal Office, Police, Crown Office, Local Authority legal teams and others to fulfil public health statutory and regulatory functions.

Most challenging parts of the job

- Improving the health of the population in partnership with many organisations and individuals who are not managed through the Directorate of Public Health and whose primary purpose may not be improving health and reducing inequalities. Funding around such work may be: absent, limited, unpredictable and/or withdrawn at short notice.
- Balancing conflicting demands on time and choosing between strategic work priorities, all of which have implications for population health and wellbeing.



- Dealing with difficult circumstances with the general public and patients for example speaking with parents whose child is critically unwell with meningitis about other household contacts.
- Managing and prioritising a diverse and challenging workload within a multidisciplinary organisation whilst fulfilling public health responsibilities for numerous different stakeholders.
- Maintaining awareness of developments, specialist expertise and knowledge within a rapidly moving agenda to enable the provision of highly specialised expert advice based on interpretation of robust, reliable evidence.
- Responding to demands for advice, reports and briefings with short timescales from, for example, Board Members, Senior Managers or the Scottish Government.

Decisions and judgements

- Within the agreed job plan, the post holder has responsibility and delegated authority to take the necessary action to deliver on the objectives agreed. The post holder will also be governed by professional ethics, guidance issued by the Scottish Government, professional and expert bodies and the clinical governance framework. The post holder will be responsible for planning and organising complex workloads. The post holder will be expected to anticipate problems, needs and emerging issues, identifying and initiating actions required to resolve highly complex situations. Where appropriate, the post holder will independently liaise with relevant partners, such as the Scottish Government, national agencies and local partners to further the strategic aims of NHS Lothian and partners in relevant areas of work.

Section 5: NHS Lothian– Indicative Job Plan

Post:	Locum Consultant in Public Health/Public Health Medicine
Specialty:	Public Health
Principal Place of Work:	102 West Port, Edinburgh EH3 9DN and Astley Ainsley Hospital, 133 Grange Loan, Edinburgh, EH9 2HL
Contract:	Fixed Term – 6 months

Job share opportunities will be considered. There may be flexibility around wte which can be discussed with the recruitment panel. The allocated hours will not exceed the total of both posts combined.

Availability Supplement: Currently: CPHM = 5%, CPH = as per Agenda for Change contract.

Out-of-hours: 1 in 5-8 with prospective cover, currently 1 in 6.

Managerially responsible to: Lead Consultant for Healthcare Public Health

Professionally accountable to: NHS Lothian Board



Example of indicative job plan for 0.8 WTE:

DAY / LOCATION	TIME (hrs)	TYPE OF WORK	DCC [PAs]	SPA [PAs]	OOH [PAs]	HOURS
Monday	08.30-12.30 13:00-17:00	Priority Public Health Duties	2			8
Tuesday	08.30-12.30 13:00-17:00	Priority Public Health Duties	2			8
Wednesday	08.30-12.30 13:00-17:00	Priority Public Health Duties	2			8
Thursday	08.30-12.30 13:00-17:00	Priority Public Health Duties SPA (indicative time)	1	1		8
Friday	08.30-12.30 13:00-17:00	Priority Public Health Duties	2			8
Out-of-Hours (OOH) described below: 17:00 – 09:00 hrs or 09:00 – 09:00 respectively at weekends.						
TOTALS			9	1		40

The balance of time within the job plan and any specific portfolio is for negotiation taking account of the interests of the successful applicant and the needs of the organisation.

The Job Plan is negotiable and will be agreed between the successful applicant, and the Clinical Director. NHS Lothian initially allocates full time Consultants 10 PAs made up of 9 PAs in Direct Clinical Care (DCC) and one core SPA for CPD, audit, clinical governance, appraisal, revalidation job planning, internal routine communication and management meetings. As a major teaching and research contributor, NHS Lothian would normally expect to allocate additional SPA time for activities to do with undergraduate education, educational supervision of trainee medical staff, research and other activities. These are all areas where NHS Lothian has a strong commitment, and we recognise the contribution that Consultants are both willing and eager to make. Precise allocation of SPA time and associated objectives will be agreed with the successful applicant and will be reviewed at annual job planning.



Section 6: Contact Information

First Contact: Rachel Gill, Lead Consultant for Healthcare Public Health
Email: Rachel.Gill2@nhs.scot
Second Contact: Ashley Goodfellow, Deputy Director of Public Health
Email: Ashley.Goodfellow2@nhs.scot



Section 7: Working for NHS Lothian

Working in Edinburgh and the Lothians

Who are we?

NHS Lothian is an integrated teaching NHS Board in Scotland providing primary, community, mental health and hospital services. Calum Campbell is the Chief Executive, Professor John Connaghan CBE is the Chair and Tracey Gillies is the Executive Medical Director.

NHS Lothian provides services for the second largest residential population in Scotland – circa 850,000 people. We employ approximately 26,000 staff and are committed to improving all patient care and services and engaging staff in service planning and modernisation.

Over the next year across Scotland there will be significant changes in the way health and social care services are provided. In April 2015, integration came into effect in local areas led by four Health and Social Care Partnerships in East Lothian, Edinburgh, Midlothian and West Lothian. Working together will help us provide even better services for our communities and, where appropriate, people will receive high quality care closer to home. There is work underway in relation to the operational and governance capacity required, ensuring that planning for unscheduled and scheduled care is done in tandem between the four Integrated Joint Boards and the acute service.

Further information about Edinburgh and NHS Lothian can be found on our Intranet site: <https://org.nhslothian.scot/>

Location

Edinburgh and the Lothians are on the eastern side of Scotland's central belt in the heart of the country. Four main areas make up Edinburgh and the Lothians – Edinburgh, East Lothian, Mid Lothian and West Lothian.

Edinburgh and the Lothians are a place of exceptional beauty and contrast, from Edinburgh's historic skyline to the scenic countryside and coastline that surround it. Edinburgh is famous for its castle, military tattoo, fringe and international festival.

Edinburgh and the Lothians are home to top-ranking state and private schools and world class universities and colleges. Edinburgh offers a rich diversity of parks and gardens to spend time relaxing with friends and family. Whether you want to buy or rent Lothian also offers a diversity of accommodation ranging from city centre based flats, waterfront living, Victorian or Georgian villas to more rural farm houses or coastal homes.

Local and wider transport networks are excellent. Glasgow is less than 50 minutes away by train. The Scottish Highlands are accessible in a few hours offering opportunities for skiing and walking. National and international transport links make it easy to keep in touch with friends and family via Edinburgh Airport which offers a variety of international flight opportunities.



If you are thinking about joining us from overseas further information can be found at [TalentScotland - find a job in Scotland or attract international talent \(sdi.co.uk\)](http://TalentScotland - find a job in Scotland or attract international talent (sdi.co.uk).).

What we can offer you

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

- Access to the NHS pension scheme
- Assistance relocating to Edinburgh
- NHS Lothian 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

NHS Lothian has one of the largest and some of the most successful teaching hospitals in Scotland. We have a growing national and international reputation for medical teaching and research and are recognised as a centre of excellence.

We successfully train medics, nurses and other healthcare professionals from all over the UK and the world, many of whom choose to remain in employment with NHS Lothian and continue to contribute to the development of the organisation, promoting new techniques and going on to train the doctors, surgeons and nurses of tomorrow.

NHS Education for Scotland (NES) and NHS Lothian 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 South East of Scotland rotating through Edinburgh and Lothian hospitals.

Information regarding training with links to the appropriate UK websites can be found at <http://www.scotmt.scot.nhs.uk/> and <http://nes.scot.nhs.uk/>

We enjoy close links with the University of Edinburgh (<http://www.ed.ac.uk/home>) whose Medical School is renowned for preparing its medical students to become world-class doctors. Alongside NHS Lothian, the University of Edinburgh offers state-of-the-art medical teaching facilities at the Chancellors Building, including lecture theatres, seminar rooms, clinical skills training area, computing suites, as well as library facilities at the main university, Western General Hospital and Royal Hospital for Sick Children.



<http://careers.nhslothian.scot.nhs.uk>

Our vision, values and strategic aims

We strive to provide high quality, safe, effective and person centred healthcare, continually improving clinical outcomes for patients who use our services and for our population as a whole.

To achieve this, we are committed to ever-closer integrated working with patients and our other partners in healthcare and to embedding a culture of continuous improvement to ensure that:

- Our staff can contribute fully to achieving the best possible health and healthcare, based on evidence and best practice
- Everything we do maximises efficiency and delivers value for patients and the public

We have identified six strategic aims to ensure we can deliver safe, effective and person-centred health and social care:

1. Prioritise prevention, reduce inequalities and promote longer healthier lives for all
2. Put in place robust systems to deliver the best model of integrated care for our population – across primary, secondary and social care
3. Ensure that care is evidence-based, incorporates best practice and fosters innovation, and achieves seamless and sustainable care pathways for patients
4. Design our healthcare systems to reliably and efficiently deliver the right care at the right time in the most appropriate setting
5. Involve patients and carers as equal partners, enabling individuals to manage their own health and wellbeing and that of their families
6. Use the resources we have – skilled people, technology, buildings and equipment – efficiently and effectively.

The specific areas of focus and actions needed to achieve each of these aims are detailed in “Our Health, our Future: NHS Lothian Strategic Clinical Framework 2014 – 2024,” consultation document which you will find at:

<https://org.nhslothian.scot/Strategies/Pages/default.aspx>



<http://careers.nhslothian.scot.nhs.uk>

Our Health, Our Care, Our Future

NHS Lothian works to help people live healthier, longer lives – no matter who they are or where in the region they live. Much progress has been made, but significant challenges and opportunities lie ahead. NHS Lothian draft strategic plan - Our Health, Our Care, Our Future – sets out what we propose to do over the coming decade to address these challenges and continue to provide a high quality, sustainable healthcare system for the people of Lothian.

In developing the strategic plan we have:

- asked staff and patients what and how things need to change to deliver our aims
- brought together local plans into an integrated whole
- identified opportunities to make better use of existing resources and facilities
- prioritised areas that will make most difference to patients

The plan outlines a range of proposals, which will allow us to:

- improve the quality of care
- improve the health of the population
- provide better value and financial sustainability

Over the coming months we will discuss the need for change and the proposals set out in the plan with staff, patients, communities and other stakeholders. A summary of the plan can be found at

<https://org.nhslothian.scot/Strategies/OurHealthOurCareOurFuture/Pages/default.aspx>

NHS Lothian's Clinical Quality Approach – Quality Driving Improvement

This is a new way of approaching quality in NHS Lothian. With this approach to service improvement we aim to deliver 'high quality, safe and person-centered care at the most affordable cost'. This acknowledges that every £1million of waste, unnecessary or inappropriate costs in one area of our system, denies us the opportunity to invest that £1million in another area of our system.

In all highly reliable healthcare organisations, it is clear that senior leadership commitment to the importance of the work, the introduction of consistent improvement methodology, the use of good quality data and building improvement capability within the workforce, are key to the successful delivery of improvement strategies.

To allow NHS Lothian to meet the needs of our population today and in the future, we need to build on the good work that is already being done to redesign services and create a whole organisation approach to quality improvement.



<http://careers.nhslothian.scot.nhs.uk>

NHS Lothian Values into Action

NHS Lothian is determined to improve the way their staff work so we have developed a set of common values and ways of working which we need to turn into everyday reality - to the benefit of everyone working in the organisation and, most importantly, to the benefit of people using our services.

Our Values are:

Quality

We continually look for ways to make what we do even better.

Dignity and Respect

People are communicated with in a way that they understand and staff check that the individual has understood the information given.

Care and Compassion

We take time to ensure each person feels listened to, secure, understood and is treated compassionately.

Openness, Honesty and Responsibility

We continually listen & learn from staff, people receiving care, carers and family.

Teamwork

We understand and value each other role and contribution.

Throughout the recruitment process candidates will need to demonstrate they meet all of Our Values. More information on Our Values can be found by clicking on the link at the bottom of our Careers website front page: <https://careers.nhslothian.scot/>



Section 8: Terms and Conditions of Employment

For an overview of the terms and conditions visit: <http://www.msg.scot.nhs.uk/pay/medical>.

TYPE OF CONTRACT	FIXED TERM: 6 Months
GRADE AND SALARY	Locum Consultant
HOURS OF WORK	40 HOURS PER WEEK
SUPERANNUATION	New entrants to NHS Lothian 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. Reimbursement 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 Lothian 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 Lothian 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 Lothian 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 Lothian. 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 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.
NOTICE	Employment is subject to one month notice on either side, subject to appeal against dismissal.
PRINCIPAL BASE OF WORK	You may be required to work at any of NHS Lothian sites as part of your role.
SOCIAL MEDIA POLICY	You are required to adhere to NHS Lothian’s 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

Application Process

- The purpose of an application form is to help evidence that the applicant has all the requirements applicable to carry out the job applied for.
- It is essential to read both the job description and the person specification to gain a full understanding of what the job entails and the minimum criteria required.
- Please note for equal opportunity purposes NHS Lothian do not accept CV's as a form of application.
- Your personal information will not be sent with the application for shortlisting. The application form will be identified by the candidate number only to ensure that no applicant will be unfairly discriminated against.
- Please complete all sections of the application form. Those sections that are not relevant please indicate 'not applicable', do not leave blank.
- Please visit <https://apply.jobs.scot.nhs.uk> for further details on how to apply.

Job Interview Guarantee Scheme

As a Disability Confident Employer we recognise the contribution that everyone can make to the organisation. As part of our ongoing commitment to eliminate discrimination and advance equality for disabled people, all applicants who are disabled (including people who are neurodivergent) and who meet the minimum criteria expressed in the job description will be guaranteed an interview. Applicants are required to complete the relevant section of the application form to access this initiative.

We will arrange for adjustments at interviews for disabled candidates. For advice on what adjustments can be made and how to ask for them please click on this link:

<https://www.scope.org.uk/advice-and-support/ask-for-adjustments-at-interview>

References

All jobs are only offered following receipt of three satisfactory written 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 and Rehabilitation

The rules around criminal convictions and disclosure are complicated, so it is important you read the guidance below as part of making your application.



NHS Scotland is exempt from the 1974 Rehabilitation of Offenders Act (Exclusions & Exceptions) (Scotland) Order 2003. As part of any offer of employment, candidates will be subject to one of the following:

- For posts in regulated work – Protection of Vulnerable Groups Scheme membership
- For all other posts which are subject to a criminal conviction record check – A Police Act check
- For posts not subject to a criminal conviction record check – A self-declaration

For further information please visit our careers site:

<https://careers.nhslothian.scot/recruitment-of-people-with-convictions/faq-disclosure-scotland-and-self-declaration-forms/>

Disclosure Scotland

Where a Police Act 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 on our careers webpage: <https://careers.nhslothian.scot/recruitment-of-people-with-convictions/>

Work Visa

If you require a Work Visa, please seek further guidance on current immigration rules, which can be found: <https://www.gov.uk/government/organisations/uk-visas-and-immigration>

Overseas Registration and Qualifications

NHS Lothian 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.

Data Protection Act

During the course of our activities we will collect, store and process personal information about our prospective, current and former staff. The law determines how organisations can use personal information. For further information on the type of data that is handled, what the purpose is of processing the data and where and why we share data, please see the NHS Lothian Staff Privacy Notice, found at:

<http://intranet.lothian.scot.nhs.uk/HR/az/staffprivacynotice/Pages/default.aspx>

For the purposes of this privacy notice, 'staff' includes applicants, employees, workers (including agency, casual and contracted staff), volunteers, trainees and those carrying out work experience.



Counter Fraud

NHS Lothian 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. More detail on this responsibility is on NHS Lothian intranet (Counter-Fraud and Theft page) and further information is available on the Audit Scotland website: <https://audit.scot/>

Workforce Equality Monitoring

NHS Lothian 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 Lothian considers that it has an important role to play as a major employer and provider of services in Lothian. We are committed to encouraging equality and diversity among our workforce, and seek to eliminate discrimination. The aim is for our workforce to be truly representative and for each employee to feel respected and able to give their best.

The objectives of its policy are that no person or employee receives less favourable treatment on the grounds of gender identity, gender expression, disability, marital status, age, race (including colour, nationality, ethnic or national origin), religion or belief, sexuality, responsibility for dependants, socio-economic status, political party or trade union membership or activity, HIV/AIDS status or is disadvantaged by conditions or requirements which cannot be shown to be justifiable.

Our Equal Opportunities in Employment policy can be viewed on our careers website: <https://careers.nhslothian.scot/equal-opportunities/>

NHS Staff Benefits

As a staff member in NHS Lothian, you will have access to a wide variety of offers and discounts from local and national businesses. For more information and to view these discounts, visit <https://www.nhsstaffbenefits.co.uk/>



Section 10: Staff Support & Wellbeing

Supporting the work life balance

NHS Lothian is committed to supporting our staff achieve a good work life balance. We have several policies in place to support this ranging from flexible work location to career break, full details of all the policies can be found at <https://workforce.nhs.scot/>

Carers Passport

NHS Lothian has introduced a Carers Passport which is intended to help support staff with caring responsibilities manage their work and caring responsibilities. Completion of the passport is voluntary, and it designed to be completed with reference to the NHS Scotland Workforce Policies: <https://workforce.nhs.scot/> which support work life balance e.g. Flexible Work Pattern, Flexible Work Location and Special Leave.

Staff Support and Wellbeing

NHS Lothian's vision is to promote, support and encourage staff to look after their own health, wellbeing and resilience (self-care). We have a wellbeing strategy and run regular events across the year on different health and wellbeing topics.

<https://org.nhslothian.scot/strategies/work-well-staff-wellbeing-strategy/>

We have a range of support options for our staff, these include staff counselling, peer support, 'Here 4 U' our psychological support service, staff listening service and occupational health.

Section 11: Equality and Diversity

Statement of Intent

NHS Lothian is committed to supporting and promoting dignity at work by creating an inclusive working environment. Working with our Staff Networks and Staff Side Organisations, we have agreed a Statement of Intent in relation to equality, diversity and inclusion as follows:

We continue to learn and build on our inclusive culture to make NHS Lothian a great place to work where our staff feel respected and valued. We are committed to recruiting a workforce that fully reflects and embraces the diverse make-up of our society. At NHS Lothian, we take a zero tolerance approach to discrimination and provide our staff with the leadership, tools and confidence to challenge discrimination and prejudice. We are a place where everyone can thrive and have good and respectful relationships with different groups of staff. Where everyone can develop and succeed based on their skill, knowledge and talent, regardless of age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, marriage or civil partnership, pregnancy and maternity, socio-economic background, care experience or anything else that can be used to differentiate people from one another. We offer first-class flexible working benefits, excellent employee well-being support and a great pension. We are fortunate to have a range of excellent Staff Networks and are proud to be a



Disability Confident, Carer Positive and Living Wage Accredited employer with a partnership agreement with Trade Unions. We will fully support candidates with a disability, long-term condition or who are neurodivergent, and require adjustments in our recruitment process. We actively welcome applications from anyone who shares our commitment to equality and inclusion.

Equality and Human Rights Strategy 2023 – 2028

NHS Lothian wants to improve the health of everyone in Lothian so that everyone lives a longer, healthier life, with better experiences and outcomes including people who work for and with us. Our equality and human rights strategy supports us to put equality and human rights at the centre of everything we do so that we achieve these aims and meet our legal requirements. It sets out six strategic priorities – each on helping us understand and act on the experiences and needs of people who work for us and use our services. Our priorities are:

1. Equality and human rights are a central part of our planning, decision-making, delivery and reporting.
2. We are an anti-racist organisation, and our work helps to eliminate racism and remove racialised inequalities and prejudice.
3. We anticipate and meet the needs of disabled people so they can access services, employment opportunities and have better outcomes.
4. We are gender inclusive, we do not discriminate on grounds of sex or gender identity and our work helps to tackle persistent gender inequalities.
5. We support people who use our mental health services and people with dementia to know about and claim their rights, and to make decisions about their care and treatment.
6. We reap the benefits of equality and human rights education and training.

Anti-racism

As a healthcare provider and employer NHS Lothian has a duty to stop racism, inequality, and discrimination. We have acknowledged and apologised for NHS Lothian's historical connections with transatlantic slavery and the impact on all the people who suffered. We are implementing recommendations made by an Independent Advisory Group to ensure we learn from our past and build a better future for everyone. More information, including a short video, is available on the NHS Lothian website: <https://org.nhslothian.scot/aboutus/atlantic-slavery-and-the-royal-infirmary-of-edinburgh/>

We have launched our anti-racism campaign, 'We are NHS Lothian': <https://www.facebook.com/lothian.nhs/videos/927242979125104/> to encourage everyone to understand and acknowledge racism and take action to eliminate it. The campaign aims to drive forward the work NHS Lothian has started to achieve meaningful change in the diversity of its workforce and to embed a respectful, tolerant and inclusive culture for everyone.



Reasonable Adjustments

NHS Lothian strives to be an exemplary employer and an “employer of choice” by doing the following to support disabled staff:

- Creating a positive organisational culture where every individual employee is valued for the specific skills that they bring with them into the workplace;
- Enabling staff to feel empowered and to speak up when they require support;
- Helping staff to feel safe in sharing their personal information regarding their disability in order that the organisation can continue to improve support and awareness for the benefit of everyone;
- Creating a management culture where supporting disabled staff is delivered in a positive manner and based upon the desire to retain valuable skills within the organisation and not solely on any legal requirement to do so.

NHS Lothian recognises it has a duty to make reasonable adjustments for disabled applicants and employees. NHS Lothian aims to ensure that it takes all reasonable steps to remove or adapt any provision, criterion or practice, or physical feature of premises that may put a disabled person at a disadvantage at any stage of employment. Wherever possible, we are committed to providing auxiliary aids and making sure information is provided in an accessible format to make sure disabled people are not put at a disadvantaged. Further information on the adjustments that may be made are outlined in our <https://careers.nhslothian.scot/wp-content/uploads/2024/03/Reasonable-Adjustments-Guidance.pdf>

Disability Passport

NHS Lothian has introduced a Disability Passport:

<https://careers.nhslothian.scot/wp-content/uploads/2024/03/Reasonable-Adjustments-Guidance.pdf> which is intended to guide a conversation between the staff member and their line manager to find the best ways to reduce barriers and enable staff to thrive in their roles. It provides a framework within which to discuss the staff member’s disability and what changes/adjustments can be made at work to assist them. Completion of the passport is voluntary, and it designed to be completed with reference to NHS Lothian’s Reasonable Adjustment Guidance.

NHS Lothian Staff Networks

There are currently seven NHS Lothian staff networks:

- **BME Network** - primarily aimed at NHS Lothian employees from Black or Minority Ethnic backgrounds but open to any staff interested in helping to improve inclusion in NHS Lothian.
- **Carers Network** – open to any member of staff who has an unpaid caring role
- **Care Experienced Network** – open to any member of NHS Lothian staff, with a focus on supporting Care Experienced staff.
- **Disabled Employee Network (DEN)** – open to any member of NHS Lothian staff who identifies as disabled, neurodivergent, or with a long-term health condition. You



don't need a formal diagnosis, and you don't need to disclose your condition to your line manager or to other DEN members.

- **LGBT+ Staff & Allies Network** - primarily aimed at NHS Lothian employees who identify as LGBT+ but open those who identify as allies or have a positive interest in LGBT+ matters
- **Women's Network** - a network for all to join, encouraging inclusion and diversity, regardless of gender identity
- **Young Employee Network** - primarily aimed at young NHS Lothian staff but no fixed age limit and open to anyone with a positive interest in the network's ambitions

The networks have been established to advance equality for groups of staff we know are more likely to experience disadvantage, be under-represented or have different needs. They aim to provide peer support, social events, networking and a point of contact on equality and diversity issues. The networks are involved in creating the annual Advancing Equalities Action Plan and moving actions forward, thus helping to improve the working lives of all NHS Lothian staff.

Information about all staff networks can be found on the NHS Lothian website:

<https://staff.nhslothian.scot/staffnetworks/>

Workplace Equality Monitoring

In order to monitor the organisation's performance as an equal opportunity employer, NHS Lothian will request and retain data on the protected characteristics of its workforce. This data is processed and retained in line with the Data Protection Act 1998. The disclosure by applicants and staff of their protected characteristics is voluntary but this data is invaluable to NHS Lothian as it enables accurate review of progress and highlights any areas where NHS Lothian is failing to advance equality. The data is anonymised prior to analysis, review and reporting. It plays no part in making decisions about individual employees. Its function is to help make evidence based decisions about the organisation's equality performance in relation to employment.

Equality, Diversity and Human Rights Strategy

NHS Lothian considers that it has an important role to play as a major employer and provider of services in Lothian. As outlined in our Statement of Intent, we are committed to encouraging equality and diversity among our workforce, and seek to eliminate discrimination. The aim is for our workforce to be truly representative and for each employee to feel respected and able to give their best. Our Equality, Diversity and Human Rights Strategy: <https://org.nhslothian.scot/equality-human-rights/> sets out our commitment to these principles and sets out the approach to be followed to ensure that these principles are consistently met.

Equality and Human Rights Team

NHS Lothian has an Equality and Human Rights Team who can provide advice and guidance on equality and human rights compliance and best practice in NHS Lothian. They can be contacted by emailing loth.equalityandhumanrights@nhslothian.scot.nhs.uk



<http://careers.nhslothian.scot.nhs.uk>