



# **NHS HIGHLAND JOB INFORMATION PACK**

**Title: Clinical Fellow in Obstetrics & Gynaecology**

**Location: Raigmore Hospital**

**Job Reference: 25249**

**Closing Date: 23/03/2026 (Subject to early closure)**

**APPOINTMENT OF A CLINICAL FELLOW**

**JOB INFORMATION PACK**

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# Section 1 – Welcome

## Introduction

Thank you for your interest in joining NHS Highland. This information package contains details relating to the local area, this post and the Terms and Conditions of Service.

NHS Highland is committed to becoming a learning organisation, recognising that staff require access to opportunities to learn, maintain and develop skills and knowledge, and we recognise the importance of valuing and supporting our staff throughout their time here.

We offer:

- Policies to help balance commitments at work and home and flexible family friendly working arrangements
- Excellent training and development opportunities.
- On-site library services at the Centre for Health Sciences
- Access to NHS staff benefits/staff discounts
- Cycle to Work Scheme
- Excellent student support
- Access to NHS Pension scheme

NHS Scotland is committed to encouraging equality and diversity among our workforce and eliminating unlawful discrimination. The aim is for our workforce to be truly representative and for each employee to feel respected and able to give their best. To this end, NHS Scotland welcomes applications from all sections of society.

## Recruitment Process

Applicants are expected to make contact with the department before applying and we would **strongly** encourage those that are shortlisted to ensure they have spoken to the informal contacts and other relevant senior colleagues. You can ask for a Teams meeting to be set up through the department contact.

**Department Contact:** Dr Darren Thomas – Service Lead, Obstetrics, Tel 01463 70400  
Dr Tracey Sturgeon – Service Lead, Gynaecology, Tel 01463 704000

## How to Apply

- Applicants should complete an Application Form on the NHS Scotland National Recruitment portal. <https://apply.jobs.scot.nhs.uk/>. Please note we do not accept CVs.
- All candidates and employees are afforded equal opportunities in the recruitment and selection process and in employment irrespective of their age, disability, gender reassignment, marriage or civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation.
- 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.
- NHS Scotland is exempt from the 1974 Rehabilitation of Offenders Act (Exclusions & Exceptions) (Scotland) Order 2003. As part of any offer of employment in regulated work candidates will be subject to Protection of Vulnerable Groups Scheme membership.

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For further information on NHS Highland, please visit our website on [www.nhshighland.scot.nhs.uk](http://www.nhshighland.scot.nhs.uk)

*PLEASE NOTE - You should apply for this post by completing the application process on Job Train. We suggest you use Internet Browser "Google Chrome" or "Microsoft Edge"  
DO NOT upload a CV as this will not be used for short listing purposes.  
Once you have submitted your application form you will be unable to make any amendments.  
For help to complete an application on Job Train please click [here](#).*

Please contact [nhshighland.recruitment@nhs.scot](mailto:nhshighland.recruitment@nhs.scot) for any queries regarding submitting your application to the NHS Scotland National Recruitment website.

## Section 2 – Advert

**NHS HIGHLAND**  
**Clinical Fellow (0.5wte)**  
**Hours 20hours per week + Banding**  
**£45,504 - £60,199 per annum pro rata**

NHS Scotland is committed to encouraging equality and diversity among our workforce and eliminating unlawful discrimination. The aim is for our workforce to be truly representative and for each employee to feel respected and able to give their best. To this end, NHS Scotland welcomes applications from all sections of society.

NHS Highland is currently looking to recruit a Clinical Fellow in Obstetrics & Gynaecology at Raigmore Hospital, Inverness. The post will be fixed term for 1 year starting August 2024. The opportunity for a 6–12-month post is available.

The Department of Obstetrics & Gynaecology serves a wide population from Highland, parts of Argyll and Grampian regions as well as the Western Isles. There are approximately 2,100 deliveries per year, and a broad range of obstetric and gynaecological services is provided. There are currently 31 Obstetric beds (4 High Dependency) and 12 Gynaecology/Breast surgery beds in a Women's and SCBU wing attached to the main hospital. Labour Ward comprises 6 rooms and a dedicated obstetric theatre. There are Gynaecology day case beds available in a separate unit.

Specialist clinics include a joint antenatal/diabetic clinic, a multiple pregnancy clinic, fast-track gynaecology, outpatient hysteroscopy, colposcopy, infertility, uro-gynaecology, and social gynaecology. Outpatient services include an Early Pregnancy Assessment Unit, Obstetric Day Unit and a Fetal Medicine/Obstetric Scan Department. Raigmore Hospital is a Gynaecology-oncology cancer unit and part of NOSCAN (North of Scotland Cancer Network) with close links to the Gynae-oncology Cancer Centre at Aberdeen Royal Infirmary.

There is a modern Postgraduate Centre and excellent library facilities. The Highlands of Scotland is the most wonderful area in which to live and work. It also offers exceptional outdoor recreational opportunities.

Successful candidates will have full registration with the GMC and hold a license to practice.

Applicants should complete an Application Form on the NHS Scotland National Recruitment portal.  
<https://apply.jobs.scot.nhs.uk>

***PLEASE NOTE - You should apply for this post by completing the application process on Job Train. We suggest you use Internet Browser "Google Chrome" or "Microsoft Edge"***  
***DO NOT upload a CV as this will not be used for short listing purposes.***  
***Once you have submitted your application form you will be unable to make any amendments.***  
***For help to complete an application on Job Train please click [here](#).***

## Section 3 – Job Information

### Department of Obstetrics & Gynaecology

The Department of Obstetrics & Gynaecology serves a wide population from Highland, Argyll and Bute and Grampian regions as well as the Western Isles. There are approximately 2,200 deliveries per year, and a broad range of obstetric and gynaecological services is provided. There are currently 27 Obstetric beds (four High Dependency) twelve Gynaecology/Breast surgery beds and a SCBU wing attached to the main hospital. Labour Ward comprises six rooms and a dedicated obstetric theatre. There are Gynaecology day case beds available in a separate unit.

Specialist clinics include a joint antenatal/diabetic clinic, a multiple pregnancy clinic, fast-track gynaecology, outpatient hysteroscopy, colposcopy, infertility, and social gynaecology. Outpatient services include an Early Pregnancy Assessment Unit, 24-hour Maternity Assessment and Triage Unit, and a Fetal Medicine/Obstetric Scan Department. Raigmore Hospital is a Gynaecology-oncology cancer unit and part of NOSCAN (North of Scotland Cancer Network) with close links to the Gynae-oncology Cancer Centre at Aberdeen Royal Infirmary.

Developments within the Department include the consolidation of a well-equipped Obstetric Scanning facility, staffed by PgC-qualified Midwife-Sonographers and obstetric scan technicians, working alongside a team of Screening Midwife Counsellors and in close association with Specialist Counsellors in Medical Genetics. We offer a complete antenatal screening service, including CUBS and routine fetal anomaly scans as well as diagnostic amniocentesis. The Midwifery-led Maternity Assessment Unit has been successfully established. In the past two years, we have reduced hospital stays on the gynaecology ward by improving resources for minimal access surgery and introducing a programme for enhanced recovery. We have decreased admissions by promoting outpatient procedures under local anaesthetic, such as manual vacuum aspiration and second generation endometrial ablation techniques in our out-patient hysteroscopy service.

### Neonatal Unit

The Maternity Unit is supported by a 13 bed Neonatal Unit including the Special Care Baby Unit (SCBU). There are 6 WTE consultant paediatricians. Where possible, we undertake in-utero transfers to tertiary centres for pregnancies which might require delivery at less than 28 weeks' gestation. The North of Scotland Neonatal transfer team based in Dundee and Aberdeen is on call to support our Unit and the Rural General Hospitals when required.

### Staffing in the Department

#### *The Consultant Team at Raigmore includes:*

Dr Rashmi Srivastava	Interests: Clinical Governance, Benign Gynaecology and Gynaecology Skin
Dr Ibrahim Alsharaydeh	Interests: Gynaecological Oncology, Colposcopy and Robotic Surgery
Dr Leena Thomas	Labour Ward Lead Interests: High Risk Obstetrics

Dr Kate Stewart	Early Pregnancy Lead
Dr Aik Goh	Interests: Gynaecological Oncology and Gyn Risk Management
Dr Adam Archibald	Interests: Benign Gynaecology and Minimal Access Surgery
Dr Tracey Sturgeon	Service lead for Gynaecology and 4th Year undergraduate coordinator Interests: Pelvic Floor and Post Reproductive Health and Obstetrics Risk
Dr Rajesh Annappa	College Tutor Interests: Emergency Gynaecology
Dr Jim Bingham	Interests: High Risk Obstetrics, Maternal Medicine
Dr Iram Rabbani	Interests: High Risk Obstetrics, Maternal Medicine, Fetal Medicine
Dr Joanne Ellison	Fetal Medicine Lead
Dr Rebecca Lovell	Social Gynaecology Lead

***The Specialty Doctor / permanent Middle Grade team at Raigmore includes:***

Dr Darren Thomas	Service Lead Obstetrics Interests: Obstetric Ultrasound, Undergraduate teaching
Dr Amy Sharkey	Interests: Lead for Colposcopy, Social Gynaecology
Dr Keri McCully	Hysteroscopy and Pessary Lead
Dr Jandy Fernandes (Specialty Doctor)	Interests: Benign Gynaecology, Medical Education

**Postgraduate Education**

The recently completed Centre for Health Sciences houses state-of-the-art facilities for teaching and collaborative research and includes a Clinical Skills Centre.

There are regular postgraduate and audit meetings in the Department of Obstetrics & Gynaecology and other additional inter-disciplinary meetings are also held on a regular basis.

**Undergraduate Teaching**

The Unit has a regular commitment to teach fourth and final year students from Aberdeen.

## **Role Responsibilities**

The postholder will participate in the basic grade rota under guidance of Consultants and other trained staff.

He/she will be resident in-house when on-call.

The postholder will be expected to participate in the formal postgraduate educational programme within the Department under the guidance of the Royal College of Obstetricians and Gynaecologists District Tutor and their Educational Supervisor. They will also be expected to participate in departmental audit activities.

## Section 4 – Person Specification

**Essential Criteria** - these are attributes without which a candidate would not be able to undertake the full remit of the role. Applicants who do not clearly demonstrate in their application that they possess the essential requirements will normally be eliminated at the short listing stage.

**Desirable Criteria** - these are attributes which would be useful for the candidate to hold. When short listing, these criteria will be considered when more than one applicant meets the essential criteria.

Requirement	Essential	Desirable
1. Qualifications	<p>MBBS or equivalent medical qualification</p> <p>Have evidence of achievement of foundation competences, in the 3.5 years preceding the advertised post start date.</p>	<p>Formal academic achievement is not a prerequisite for application to Obstetrics and Gynaecology at ST1 level, but relevant achievements will be considered as part of the overall assessment of an application.</p>
2. GMC/Specialist Registration	<p>Full GMC registration with a licence to practice.</p>	
3. Clinical Experience	<p>Ability to apply sound clinical knowledge and judgement to problems.</p> <p>Ability to prioritise clinical need.</p> <p>Ability to maximise safety and minimise risk.</p> <p>Recognition of, and ability to undertake the initial management of, an acutely ill patient</p> <p>UK NHS experience</p>	<p>Relevant experience in other specialties which would complement a career in Obstetrics and Gynaecology.</p>
4. Teaching & Training	<p>Evidence of interest in, and experience of, teaching.</p> <p>Commitment to learning.</p>	

<p>5. Research &amp; Audit Experience</p>	<p>Demonstrates understanding of the basic principles of audit, clinical risk management, evidence-based practice, patient safety, and clinical quality improvement initiatives.</p> <p>Experience of active involvement in clinical quality improvement measures (clear description, outcomes and appropriate experience for level of application). This can include audit, guideline development, implementation of health policy, improved team working, leadership and so on.</p> <p>Demonstrates knowledge of evidence-informed practice.</p>	<p>Evidence of relevant academic and research achievements such as degrees, prizes, awards, distinctions, publications, presentations, other achievements.</p>
<p>6. Staff Management</p>	<p>Not Applicable</p>	<p>Not Applicable</p>
<p>7. Team Working &amp; Interpersonal Skills</p>	<p>Good communication skills, fluent in both written and oral English.</p> <p>Reliable; Punctual; Well organised.</p> <p>Potential to cope with stressful situations. Capable of undertaking responsibility.</p> <p>Ability to work as part of a team.</p>	<p>Shows interest, enthusiasm or demonstrates ability in Management.</p>
<p>8. Publications</p>		

## Section 5 – Terms and Conditions

This appointment is offered on the terms and conditions of service of the Clinical Fellow Contract in accordance with the Hospital Medical & Dental Staff (Scotland) and current General Whitley Council.

Further information can be found here: <http://www.msg.scot.nhs.uk/pay/medical>

Job Title	Clinical fellow
Type of Contract	Part Time Fixed Term
Location	Raigmore Hospital
Salary	<p>£45,504 – £60,199 per annum pro rata</p> <p>Placing on the salary scale will be on the minimum point unless the successful applicant has previous experience in a NHS Clinical Fellow post or previous non-NHS experience equivalent to that gained in an NHS Clinical Fellow post.</p> <p>Your salary will be credited monthly, in arrears, at 1/12th of the annual rate to an account at a bank/building society of your choice on the 27<sup>th</sup> of each month.</p>
Arrangement of Duties	See separate Job Plan/rota.
Medical Negligence	NHS Highland takes responsibility for expenses and damages arising from medical negligence where they, as the employer, are vicariously liable for the acts and omissions of their medical and dental staff. However, the appointee is strongly advised to maintain separate medical defence or insurance cover for all work which does not fall within the scope of the Board's indemnity scheme, details of which are given in NHS Circular 1989(PCS) 32.
Registration with General Medical Council	Prior to commencement in post, successful candidates must have full registration with the General Medical Council, a licence to practise, and be eligible for inclusion on the GMC Specialist Register.
Disclosure of Criminal Convictions	<p>Appointment to this post will be made subject to satisfactory screening by Disclosure Scotland. This post is considered to require Registration with the Protecting Vulnerable Groups (PVG) Scheme as it involves substantial access to children and / or vulnerable adults. A PVG Scheme Record will contain details of all convictions on record, whether spent or unspent. This means that even minor convictions, no matter when they occurred will be included in the Scheme Record. It may also contain non conviction information held locally by the police, where this is considered relevant to the post.</p> <p>Following the selection interview only the "successful" candidate will be subject to registration with the PVG Scheme. Offers of appointment will be made subject to satisfactory PVG Scheme screening and medical fitness. Please note that a commencement date will only be issued once this clearance has been received.</p>

Rehabilitation of Offenders Act 1974	The Rehabilitation of Offenders Act 1974 provides for many people who have been convicted of certain criminal offences the opportunity to have no need to refer to these convictions or the circumstances relating to them in the course of their daily lives. Certain convictions can, therefore, be regarded as “spent” after the lapse of a period of years under the terms of the Act. The National Health Service employment for which you are applying is excluded in the provisions of the Act unless otherwise stated in the job description. If the post is excluded you are required not to withhold information about convictions which for other purposes are “spent” under the provisions of the Act. In the event of employment, any failure to disclose such convictions could result in dismissal or disciplinary action by your employer. Any information given, however, will be completely confidential and will be considered only in relation to the post for which this application form refers.
Medical Fitness	All prospective members of staff are asked to submit a confidential health questionnaire to the Occupational Health Service. On the basis of this, they may be passed fit, or an appointment for further information or screening may be required. All entrants must be certified medically fit and employment is conditional on such certification. All appointees are expected to comply with NHS Highland’s Immunisation Policy.  Those posts classified as Exposure Prone Procedures appointments are dependent on satisfactory proof of immunity or freedom from Hep B infection prior to appointment.
Right to Work	NHS Highland 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 Highland they will need to provide documentation to prove that they are eligible to work in the UK. Non EEA nationals will be required to show evidence that either Entry Clearance or Leave to Remain in the UK has been granted for the work which they are applying to do. Where an individual is subject to immigration control under no circumstances will they be allowed to commence until the right to work in the UK has been verified. You will be required provide appropriate documentation prior to any appointment being made.
Annual Leave & Public Holidays	The leave year shall run from date of taking up appointment and in a full year the postholder will be entitled to 28 days annual leave (pro rata per annum) plus eight statutory and public holidays as agreed by NHS Highland (pro rata per annum).
Superannuation	New entrants to NHS Highland who are aged sixteen but under seventy five will be enrolled automatically into membership of the NHS Pension Scheme.
Notice	The postholder will be required to give and is entitled to receive a minimum of one months notice of termination of employment.
Removal Expenses	Assistance with Removal expenses will be given in accordance with the NHS Highland Relocation Policy. It is compulsory that you discuss any arrangements relating to your relocation with us before arranging anything. Failure to do so may result in limited or no assistance being given.
Private Residence	If your post includes on-call duties, your private residence shall be maintained in contact with the public telephone service and shall be not more than 10 miles or 30 minutes by road from your hospital base, unless the Board gives specific approval to you residing at a greater distance.
Identity Badge Policy	NHS Highland has a policy that all staff will be issued with and required to wear an Identity Badge at all times when on duty. If your badge needs replacing for any reason you are required to contact the Fire/Security Office, Estates Department to arrange for a replacement. All identity badges are the property of NHS Highland and must be returned when you terminate your employment.

Smoke Free Policy	NHS Highland operates a No Smoking Policy of tobacco products or e-cigarettes in any of our properties, vehicles or grounds. When selecting new staff NHS Highland does not discriminate against applicants who smoke but applicants who accept an offer of employment will in doing so agree to observe and familiarise themselves with NHS Highland's Smokefree policy.
Confidentiality	In the course of your duties you may have access to confidential material about patients, members of staff or other health service business. On no account must information relating to patients be divulged to anyone other than authorised persons - for example medical, nursing or other professional staff, as appropriate who are concerned directly with the care, diagnosis and/or treatment of the patient. If you are in any doubt whatsoever as to the authority of a person or body asking for information of this nature you must seek advice from your superior officer. Similarly no information of a personal or confidential nature concerning individual members of staff should be divulged to anyone without the proper authority having first been given. Failure to observe this rule will be regarded by your employers as serious misconduct, which could result in serious disciplinary action being taken against you including dismissal. The unauthorised disclosure of official business under consideration by the Board Management Team or one of its Committees by an employee is also regarded as a breach of confidence and may lead to disciplinary action.
Scottish Workforce Information Standard System (SWISS)	The information that staff provide will be used for employment purposes and where necessary to comply with legal obligations. The purpose of holding this information is for administration i.e. employment and pay amendments, superannuation, workforce management/planning and other personnel matters in relation to employment. Any requests for information outwith the above will only be processed with individual consent (e.g. building society mortgage applications etc.) Staff information will be held securely, and will be accessed at a local, regional and national level to meet the requirements outlined above. Managers may also hold information within your department. There will be no unauthorised access.