



Consultant in Community General Adult Psychiatry (North Perthshire) – 6 PA's negotiable

Applicant Information



V&A Dundee: Visit Scotland / Kenny Lam



Tay Rail Bridge seen from The Law: Visit Scotland / Kenny Lam



Closing Date: 15th April 2025

Interview Date: To be advised

Welcome from the Recruitment Team



Welcome to NHS Tayside

Thank you for your interest in working for NHS Tayside and we hope you are encouraged to apply for one of the many excellent employment opportunities we currently have on offer.

If you are new to making an application to NHS Tayside, we ask you to take the time to read through this information to learn more about us. We have also included links you may wish to read.

NHS Tayside follows a fair and consistent recruitment and selection process to ensure recruitment decisions are based on candidate skills, knowledge, experience and qualifications. To ensure fairness to all applicants, decisions to shortlist you for interview will be based solely on the information you supply within your application. Therefore, it is important that you complete all sections of the application with as much information as possible.

If you have a disability or long-term health condition, the Board is committed to offering reasonable adjustments throughout the recruitment process and employment. If you require further information or support, please contact the Recruitment Team.

If this is the first time you have applied for an NHS Tayside vacancy via our eRecruitment system (Jobtrain), you will be asked to create an account. Please make sure the email address submitted is correct as this will be our primary method of contact during each stage of the recruitment process. You will receive emails from our eRecruitment system throughout the process, you can reply to these and they will be received by our Medical Recruitment Team. Please ensure you check the email account, including junk/spam folders regularly.

We look forward to hearing from you and wish you success with your application.



Contents

Section	
Section 1:	Advertisement
Section 2:	Living in Tayside
Section 3:	NHS Tayside
Section 4:	Mental Health Services in Tayside
Section 5:	Main Duties and Responsibilities (Job Description)
Section 6:	Indicative Job Plan
Section 7:	Person Specification
Section 8:	Further Information / Contact Details
Section 9:	Terms and Conditions of Employment



The McManus Dundee Art Gallery Museum: Visit Scotland / Kenny Lam

NHS Tayside



Consultant in General Adult Psychiatry

Perth and Kinross Community Mental Health Services – North Perthshire

**Part Time (6 PAs per week / 24 hours per week) negotiable up
to full time**

We have an exciting opportunity available in one of the UK's most up and coming and rapidly developing regions.

NHS Tayside is looking to recruit to a part time General Adult Psychiatry post. This post represents an excellent opportunity to strike the perfect work / home life balance for enthusiastic and committed consultant general adult psychiatrists. The post is fully flexible, and it is widely expected that these will be hugely attractive to a wide range of candidates, from those stepping into their first consultant post, to consultants wishing to expand their professional interests across a range of fields including quality improvement, leadership and medical education.

Mental health services across NHS Tayside are undergoing a rapid and intensive period of service improvement and change, developing new models of care providing modernised first-class services to the population of Tayside. We are committed to supporting and developing our medical workforce to ensure a lifelong fulfilling career pathway for all consultants. Job

plans can be offered which are flexible, developmental, and fully personalised to the individual consultant. As such we are able to offer substantive appointees greatly expanded time within the working week for supporting both their own professional and developmental.

Part-time Consultant in Community General Adult Psychiatry, North Perthshire – fixed term- 1 year in the first instance

This post is based within the community mental health service providing secondary care mental health services to the mainly rural population of North Perthshire of Perth and Kinross. The post is based within the North Perthshire CMHT, Blairgowrie Community Hospital, Blairgowrie.

Close links with primary care services are maintained with the development of the Advanced Nurse Practitioner role and GP lead roles.

Applicants should have full GMC registration and a licence to practise and be on the specialist register or be within 6 months of the anticipated award of a CCT or CESR (CP) at the time of interview.

Informal enquiries can be made to either:

Dr Gordon Cowan, Consultant Psychiatrist gordon.cowan2@nhs.scot

Dr Peter Le Fevre, Operational Medical Director peter.lefevre@nhs.scot

Closing Date: 15th April 2025

Interview Date: To be advised

We are a Skilled Worker visa sponsorship employer and as such, welcome applications from international candidates. Further information can be found at <https://www.gov.uk/skilled-worker-visa>

Short-listed applicants will be contacted by email. Please check your emails regularly, including your junk/spam folder.

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.

Section 2: Living in Tayside

When choosing somewhere to work and live, quality of life is key. Tayside is one of the few locations in the UK which combines the best of both worlds – city facilities in Dundee and Perth on a friendly community scale, and easy access to some of the most stunning countryside in Scotland. Set on the spectacular Tay Estuary, Dundee, the principal city in Tayside and the sunniest city in Scotland, sits in a landscape of wild beaches, championship golf courses, quaint coastal villages and beyond them, Scotland's famous mountains and glens.

Dundee is conveniently located within easy reach of three other large cities in Scotland – Edinburgh, Glasgow and Aberdeen and within a 90 minute drive from 90% of Scotland's population. There are excellent road, rail and bus links to all 3 cities and London is six hours by rail and just over an hour by air from Dundee airport, flying direct to London City Airport. There is a vibrant arts scene in Dundee and beyond. Scotland's first design museum, The V&A Museum of Design, opened in 2019 as part of significant ongoing investment and redevelopment of Dundee waterfront including the forthcoming development of the Eden Project, Dundee. Dundee is the UK's only UNESCO City of Design. Within Dundee, in addition to the new waterfront development, there are a number of attractions to suit all ages including Discovery point, the Dundee Contemporary Arts centre and the Dundee Science Centre.

Beyond Dundee, the River Tay and its estuary, the coasts of Angus and Fife and the nearby hills and mountains of Perthshire offer scope for almost any outdoor activity. Furthermore, St. Andrews home to a number of world famous golf courses, picturesque town and beach, is only a short drive away. Whether you want to live in the rural countryside, a seaside village or one of Tayside's vibrant cities or towns, there is a variety of housing choices to suit all budgets. The salaries of employees in Dundee currently go further on the property ladder than almost any other city in the UK. There are a good variety of primary and secondary schools. There is also the option of private schooling with schools to choose from in Dundee City, St Andrews and Perth and Kinross. Further information about these areas can be found by clicking these links [Dundee](#) [Angus](#) [Perth & Kinross](#) [Fife](#) [Scotland](#)



Cairngorms National Park Visit Scotland / Jakub Iwanicki



Lunan Bay, Near Montrose Visit Scotland / Paul Tomkins

Section 3: NHS TAYSIDE

This post offers the opportunity to live and work in the Tayside region of central Scotland, widely regarded as one of the most scenic areas in the UK with a high quality of life.

NHS Tayside is the 4th largest board in Scotland led by our Chief Executive, Nicky Connor, our Medical Director, Dr James Cotton and our Executive Director of Nursing, Simon Dunn.

Our NHS Tayside Vision

“Everyone has the best care experience possible”

Our NHS Tayside Aim

To be the best at getting better

Our NHS Tayside Values

Care and Compassion

Dignity and Respect

Openness, Honesty and Responsibility

Quality and Teamwork

Tayside covers a wide area and three local councils (Perth & Kinross, Angus and Dundee City) and patients from North Fife also access services in Tayside. There are joint services between NHS Tayside and NHS Fife including ENT, Vascular Surgery and Interventional Radiology.

The approximate populations are:

- Tayside Population 410,000
- Angus 116,000
- Dundee 149,000
- Perth and Kinross 148,000
- North East Fife 74,000



Ranked 1st in the UK for Medicine in the Complete University Guide 2021 and the Guardian University Guide 2021, the University of Dundee Medical School is integrated into the Ninewells Hospital campus and has an international reputation for excellence in teaching and high impact clinical research placing it amongst the best places in the world to study and to practice medicine.

Each of the three local councils now have a Health and Social Care Partnership (HSCP). Medicine for the Elderly is also hosted by the HSCPs and further development for other health services to be hosted by HSCPs rather than NHS Tayside is ongoing. NHS Tayside has a national reputation for models of service development, health informatics and quality improvement.

More information on the HSCPs can be found at

Angus: <https://www.angushscp.scot/>

Dundee: <https://www.dundeehscp.com/>

Perth & Kinross: <https://www.pkc.gov.uk/integration>

There are two hospitals which admit acute general medical patients and provide in-patient services; Ninewells Hospital, Dundee and Perth Royal Infirmary. The hospitals are 20 miles apart and there is a direct bus service to facilitate travel. There are a number of intermediate care hospitals in Angus and Perth & Kinross which also provide out-patient services. Ninewells Hospital and Medical School is a large teaching hospital for the University of Dundee, and houses most medical and surgical disciplines with supporting laboratory services. Stracathro Hospital has been developed as an outpatient diagnostic and treatment centre.

Further information about NHS Tayside can be found at <https://www.nhstayside.scot.nhs.uk/>

If you are thinking about joining us from overseas, further information can be found at <https://www.scotland.org/work/career-opportunities/healthcare>

Teaching and Training Opportunities

NHS Tayside has one of the largest and most successful teaching hospitals in Scotland. The University of Dundee Medical School was ranked 1st in the UK 2021 Complete University Guide. We have a growing national and international reputation for medical teaching and research and are recognised as a centre of excellence.

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

NHS Education for Scotland (NES) and NHS Tayside 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 East of Scotland rotating through our Tayside Hospitals and Raigmore in Inverness.

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

We enjoy close links with the University of Dundee (<https://www.dundee.ac.uk/>) whose Medical School is renowned for preparing its medical students to become world-class doctors. Alongside NHS Tayside, the University of Dundee offers start-of-the-art medical teaching facilities including lecture theatres, seminar rooms, clinical skills training area, simulation rooms, computing suites, as well as library facilities at the main campus and within UDOTS on the Ninewells Site.

What we can offer you

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

- Access to the NHS pension scheme
- Assistance relocating to Tayside
- NHS Tayside 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
- A wide range of affordable housing and some of the best schools in Scotland
- Access to a transport network offering easy travel links to the rest of the UK
- Offers and discounts through <https://www.nhsstaffbenefits.co.uk/> and <https://www.bluelightcard.co.uk/>
- Access to corporate passes and staff lottery through Tayside TREATS
- Supportive staff health and wellbeing services
- On-site accommodation
- On-site Community Gardens within grounds of Ninewells Hospital



Section 4: SPECIALITY / DEPARTMENT SERVICES IN TAYSIDE

An exciting comprehensive transformational change process is currently underway across all Mental Health Services delivered by partner agencies and services across the Tayside region in collaboration with service users, families/carers and persons with lived experience. This is part of a comprehensive programme to deliver on the recommendations of both the independent review of Tayside wide Mental Health Services and also Living Life Well, the Tayside Mental Health Strategy

https://www.nhstayside.scot.nhs.uk/OurServicesA-Z/MentalHealthandLearningDisabilityServices/PROD_342608/index.htm

Community mental health services across Perth and Kinross are delivered within three Community Mental Health Teams, supported by an Intensive Home Treatment Team. Community based services are managed by the Perth and Kinross Health and Community Care Partnership. The teams include a wide variety of professionals working together to deliver the highest quality mental health care to the local population. Local acute beds are within the Murray Royal Hospital, Perth principally within the aligned 20 bedded ward (Moredun). Out of hours crisis services are delivered from the Carseview Centre in Dundee.

Across Tayside there is the expected wide variety of specialist mental health services to support general services. These include a community perinatal psychiatry team, a specialist eating disorder team, forensic psychiatry, psychotherapy, specialist autism assessment etc.

North Perthshire is a beautiful region in the southern highlands of Scotland with Blairgowrie (9433 pop size) and Pitlochry (2649) being the larger of the towns. The main team base is in the town of Blairgowrie although a clinic is run once a month in Pitlochry. The team has excellent working links with the 9 GP surgeries and is supported

by a Primary Care Wellbeing Team. The latter has helped foster good relationships with Primary Care.

The team caseload is currently around 540.

The team includes 10 RMN's, the team leader (Fiona Dyson) and 3 charge nurses, (Paul Heron, Katie Macfadyen, Hazel MacGregor). The band five nurses include Kylie McNeill, Scott Allan, Rebecca Croll and Lesley Robertson) with a support worker (David Scott). The team will have a newly qualified ANP (Lee Wylie). The team includes occupational therapists, Mark Gean Hughes and Alba Munoz. The team is also supported by a psychologist for 2 days a week, (Dr Phil Sharples). Additional psychological therapies for mild to moderate mental health conditions are provided from the Adult Psychological Therapies Service.

SECTION 5: MAIN DUTIES AND RESPONSIBILITIES (Job Description)

Job Title: Consultant Psychiatrist in General Adult Psychiatry

Newly appointed consultants will be fully supported at every stage of their personal development and future career pathway. Consultants appointed at the start of their consultant careers will be supported by the offer of individual mentorship. The development of close professional links with multidisciplinary colleagues working across Tayside wide health services will be strongly encouraged. You will join us at a pivotal and exciting point as we redesign our services to deliver the highest quality mental health service in Scotland.

Post Summary

- In collaboration with the multidisciplinary community mental health teams, to provide a comprehensive specialist general mental health service for the sector population
- To provide consultant level psychiatric care for a defined population including routine outpatient assessment and treatment.
- To undertake duties as an Approved Medical Practitioner under the terms of the Mental Health Care and Treatment (Scotland) Act.
- To undertake duties as agreed through annual job planning and other duties with agreement of the leadership team.
- The post may require the provision of psychiatric court reports and assessments in conjunction with incapacity legislation.
- To participate in the Tayside consultant on-call rota

Clinical:

- General psychiatry outpatient clinics. Multidisciplinary care planning and review of patients engaged with the CMHT, including home assessments where necessary.
- Liaison with general practitioners
- Special interest sessions are available depending on the interests of the consultant and needs of the service.

Out of Hours Commitments:

- Out of hours cover is provided on a pan Tayside on call rota. Successful candidates would be expected to join this on call rota.

YOUR ROLES

Provide high quality care to patients:

- Maintain GMC specialist registration and hold a licence to practice.
- Develop and maintain the competencies required to carry out the duties of the post.

- Ensure patients and families are involved in decisions about their care and respond to their views.

Research, Teaching and Training:

- Where possible to collaborate with academic and clinical colleagues to enhance NHS Tayside's research portfolio, at all times meeting the full requirements of Research Governance
- To provide high quality teaching to medical undergraduates and members of other health care professions as required by the Operational Medical Director
- To act as educational and/or clinical supervisor and appraiser as delegated by the Clinical Director to ensure external accreditation of training posts with an appropriate allocation of SPA time for these roles.

Medical Staff Management:

- To work with colleagues to ensure junior doctors' hours are compliant in line with EWTD and New Deal
- To ensure that adequate systems and procedures are in place to control and monitor leave for junior medical staff and to ensure that there is appropriate cover within the clinical areas, including on-call commitments.
- To participate in the recruitment of junior medical staff as and when required
- To participate in team objective setting as part of the annual job planning process

Governance:

- Participate in clinical audit, incident reporting and analysis and to ensure resulting actions are implemented.
- Ensure clinical guidelines and protocols are adhered to by doctors in training and updated on a regular basis.
- Keep fully informed about best practice in the specialty areas and ensure implications for practice changes are discussed with the Clinical Director
- Role model good practice for infection control to all members of the multidisciplinary team

Strategy and Business Planning:

- To participate in the clinical and non-clinical objective setting process for the directorate

Leadership and Team Working:

- To demonstrate excellent leadership skills with regard to individual performance, clinical teams and NHS Tayside and when participating in national or local initiatives
- To work collaboratively with all members of the team
- To resolve conflict and difficult situations through negotiation and discussion, involving appropriate parties
- Adhere to NHS Tayside and departmental guidelines on leave including reporting absence.
- Adhere to NHS Tayside values.

Section 6: NHS Tayside – Indicative Job Plan

This is an indicative job plan based on the post being on a full-time basis. In view of the likelihood of job plans being specifically tailored to each successful candidate, candidates are strongly encouraged to discuss their interest with Dr Cowan or Dr Le Fevre

Post:	Consultant in General Adult Psychiatry
Specialty:	General Adult Psychiatry
Principal Place of Work:	Community Mental Health Team Base – Blairgowrie Community Hospital. You may be required to work at any of NHS Tayside sites as part of your role.
Contract:	Permanent
Availability Supplement:	3%
Out-of-Hours	1 in 14, rota review being undertaken
Managerially responsible to:	Operational Medical Director for MH & LD

The timetable is purely indicative of an expected timetable of 6PA's and will be negotiated prior to start. Timetabled clinical activities are not day/time specific for the post. The department fully supports the RCPsych guidance on job planning within College Report 207. SPA time is expected to be available depending on the aspirations of the appointee and needs of the wider service.

- Out-patient work/home visits 3 PA
- Clinical administration 1 PA
- Multidisciplinary team meeting/support for team members 0.5 PA
- Emergency Clinical work 0.5 PA
- Supporting professional activities 1 PA

To include Thursday am departmental educational meeting, trainee supervision and teaching, 'core' QI activity related to the post, appraisal and job planning

DAY	HOSPITAL / LOCATION	TYPE OF WORK
Monday		
Tuesday	CMHT	0900-13.00 OP Clinic 1400-1700 Clinical admin

Wednesday	CMHT	0900-1300 New OP clinic / with trainee 1300-1700 MD Team liaison and weekly meeting + urgent clinical
Thursday	CMHT	0900-12.00 Core SPA- Tayside CPD programme 13:00-17:00 OP Clinic
Friday	CMHT	

The Job Plan is a provisional outline and will be negotiable and agreed between the successful applicant, and the Clinical Lead / Operational Medical Director. As a major teaching and research contributor, NHS Tayside would expect to allocate additional SPA time for activities to do with undergraduate education, educational supervision of trainee medical staff, research, service development and other activities. These are all areas where NHS Tayside has a strong commitment, and we recognise the contribution that consultants are both willing and eager to make.

Extra programmed activities may be available by negotiation with the Operational Medical Director.

SECTION 7: PERSON SPECIFICATION

CRITERIA	ESSENTIAL	DESIRABLE
EXPERIENCE:	Extensive experience in the assessment and management of mental health disorders affecting the adult population.	Experience working with complex presentations.
QUALIFICATIONS: (Training; Research; Publications)	<p>MBChB or equivalent GMC registered medical practitioner. Licence to practice CCT or CESR in General Adult Psychiatry. GMC UK Specialist Register or within six months of attaining CCT. Recognised equivalent overseas training, experience and qualification may be considered.</p>	<p>Post-graduate qualification e.g. MD/ PhD/MSc Approval under section 22 of the Mental Health Care and Treatment (Scotland) Act.</p>
KNOWLEDGE & SKILLS:	<p>Ability to take full responsibility for independent management of patients. Ability to communicate effectively and clearly with patients and other team members. Able to assess and manage risk. Able to manage competing demands on time. Able to work effectively and compassionately with families, carers</p>	Able to formulate complex cases.
PERSONAL QUALITIES:	<p>Ability to work in a team with colleagues in own and other disciplines. Ability to organise time efficiently and effectively. Reliability</p>	<p>Ability to motivate team. Evidence of previous managerial training and experience Ability to work in service development compatible with NHS Scotland drive to rationalise</p>

	Excellent communication skills	treatments in line with realistic medicine
OTHER:	<p>May be required to work at any of NHS Tayside's sites.</p> <p>Flexible approach to service delivery</p> <p>Evidence of understanding of research methodology.</p>	<p>Evidence of poster or oral presentations at national or international meetings</p> <p>Evidence of research and publications in peer reviewed journals</p> <p>Track record of peer-reviewed publications</p>

SECTION 8: FURTHER INFORMATION / CONTACT DETAILS

Informal enquiries and visits are strongly encouraged and should initially be made to:

Dr Gordon Cowan, Consultant Psychiatrist
Clinical Director, Acute Adult Mental Health gordon.cowan2@nhs.scot

Dr Peter Le Fevre, Consultant Psychiatrist
Operational Medical Director, NHS Tayside peter.lefevre@nhs.scot

Application Process:

To apply for this post please complete the application via <https://apply.jobs.scot.nhs.uk/>. NHS Scotland does not accept CV's in addition to/instead of a completed application form. Your CV will not be provided to the interview panel for shortlisting. NHS Tayside is unable to accept written applications; all applications must be submitted via eRecruitment system, jobtrain.

All adverts will close at midnight on the advertised closing date.

Regulatory Body: General Medical Council & General Dental Council: In the UK, the General Medical Council (GMC) and the General Dental Council (GDC) are the public bodies that maintain the official register of medical and dental practitioners within the United Kingdom. Their chief responsibility is to "protect, promote and maintain the health and safety of the public" by controlling entry to the register, and suspending or removing members when necessary. It also sets the standards for medical schools in the UK. To practice medicine and dentistry in Scotland, you must have a valid GMC/GDC Registration with a Licence to Practice – this is known as Full Registration. To find out more visit the [GMC website](#).

Appointment to a substantive consultant post in the UK National Health Service requires the applicant to be listed on the [General Medical Council \(GMC\) Specialist Register](#). Doctors with a Certificate of Completion of Training (CCT) or a Certificate of Eligibility for Specialist Registration via the Combine Programme (CESR)(CP) who have completed an approved training programme in the UK and are eligible for entry onto the Specialist

Register. Applicants can be short-listed if they are within six months of obtaining a CCT, CESR (CP) and must have written evidence of the confirmed date.

You may be eligible for direct entry onto the Specialist Register if you are a national of an EEA country (or Switzerland) and you have a specialist medical qualification that is acceptable for mutual recognition. Alternatively, the applicant should possess a Certificate of Eligibility for Specialist Registration (CESR). A CESR enables doctors who have not completed an approved UK training programme to demonstrate their knowledge, skills and experience are equivalent to the relevant CCT curriculum to join the Specialist Register. Further information is available for those interested in the [CESR route](#)

We are a Skilled Worker visa sponsorship employer and as such, welcome applications from international candidates. Further information can be found at

<https://www.gov.uk/skilled-worker-visa>

NHS Tayside is proud to be a Disability Confident Employer and is committed to the employment and career development of people with disabilities and will interview applicants who consider themselves to have a disability and who meet the 'minimum criteria' for a job vacancy. A request under the 'Job Interview Guarantee' does not guarantee a job. It allows the opportunity to apply for a vacancy and be interviewed.

SECTION 9: TERMS AND CONDITIONS OF EMPLOYMENT

This appointment is offered on the terms and conditions of service of the Consultant Contract in accordance with the Hospital Medical & Dental Staff (Scotland) and current General Whitley Council. Further information can be found here <https://www.msg.scot.nhs.uk/pay/medical>

JOB TITLE	Consultant Psychiatrist
TYPE OF CONTRACT	Permanent
HOURS OF WORK	6 PAs (24 hrs / week) additional hours available
LOCATION	North Perthshire Community Mental Health Team
SALARY	£107,144 to £142,369 per annum (pro rata if applicable) Placing on the salary scale will be on the minimum point unless the successful applicant has previous experience in a NHS Consultant post or previous non-NHS experience equivalent to that gained in a NHS Consultant post. Salary is paid monthly by Bank Credit Transfer into a UK bank account
ARRANGEMENT OF DUTIES	To be organised through Job Planning after appointment
LEAVE	33 days annual leave and 8 public holidays pro rata
REFERENCES	Jobs are offered following receipt of two satisfactory written references. At least one reference must be from your current/most recent employer.

OCCUPATIONAL HEALTH CHECK	All appointments will be made subject to the receipt of a satisfactory Pre-Employment Occupational Health Check
SUPERANNUATION	New entrants to NHS Tayside who are aged over sixteen but under seventy five will be enrolled automatically into membership of the NHS Pension Scheme. Should you choose to “opt out” arrangements can be made to do this via https://pensions.gov.scot/nhs
GENERAL PROVISIONS	You will be expected to work with local managers and professional colleagues in the efficient running of services and will share with Consultant colleagues in the medical contribution to management. Subject to the provision of the Terms and Conditions, you are expected to observe the organisation’s agreed policies and procedures and to follow the standing orders and financial instruction of NHS Tayside, in particular, where you manage employees of the organisation, you will be expected to follow the local and national employment and personnel policies and procedures. You will be expected to make sure that there are adequate arrangements for hospital staff involved in the care of your patients to be able to contact you when necessary.
REMOVAL EXPENSES	Assistance with removal and associated expenses may be awarded
TOBACCO POLICY	NHS Tayside 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 Tayside 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 with NHS Tayside 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 Tayside. 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

	<p>Board responsibilities. Paragraph 63 of the General Medical Council's Good Medical Practice requires you to have the 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.</p>
HEALTH AND SAFETY	<p>All employees have a responsibility for their own health & safety and the health & safety of others who may be affected by what they do. Employees also have a duty to co-operate with their employer by following NHS Tayside policies and procedures and safe systems of work; by using equipment safely and by bringing any shortcomings in health and safety arrangements to the attention of their employer. Where something is provided in the interests of health & safety employees must not interfere or misuse it. All employees have a legal responsibility to report any shortcomings in terms of this in their area. Managers and supervisors have a responsibility for monitoring health & safety arrangements and ensuring staff are following policies and procedures and safe systems of work.</p>
NOTICE	<p>Employment is subject to three months' notice on either side, subject to appeal against dismissal</p>
SOCIAL MEDIA POLICY	<p>You are required to adhere to NHS Tayside's Social Media policy, which highlights the importance of confidentiality, professionalism and the acceptable behaviours when using social media. It sets out the organisation's expectation to safeguard staff in their use of social media</p>
RESPONSIBILITY FOR RECORDS MANAGEMENT	<p>All records created in the course of the business of NHS Tayside are corporate records and are public records under the terms of the Public Records (Scotland) Act 2011. This includes email messages and other electronic records. It is your responsibility to ensure that you keep appropriate records of your work in NHS Tayside and manage those records in keeping with the NHS Tayside Records Management Policy and with any guidance produced by NHS Tayside specific to your employment.</p>



Ninewells Hospital, Dundee