

**WORKING IN NHS FIFE**

#### Consultant in Old Age Psychiatry

**Central Fife (Kirkcaldy area)**

**Closing Date:**





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You will receive a response acknowledging receipt of your application.

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| **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.** |

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| **Section 1. Introduction to Appointment** |

Job Title: **CONSULTANT PSYCHIATRIST- Central Fife**

 **10 Session Community Consultant**

Department: **OLD AGE PSYCHIATRY - MENTAL HEALTH SERVICES**

Base: **WHYTEMAN’S BRAE HOSPITAL, KIRKCALDY**

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| **Section 2. Departmental and Directorate Information** |

**FIFE PSYCHIATRIC SERVICES**

The NHS Fife Mental Health Service is a Fife wide service delivering the full range of inpatient and community care and treatment for patients of all ages experiencing mental illness and a range of mental health problems, including alcohol and drug dependency. The service operates as a distinct, Fife wide service managed and governed within and by Fife Wide Division of Fife Health & Social Care Partnership.

It is a large and complex service organised into operational and functional service units in order to provide secondary, tertiary and specialist services, and to link with Primary Care and the Acute Division. The service is geographically organised to provide inpatient and community general adult and older adult psychiatric care, and functionally organised to provide general and specialist community services for children and young people, and those with addiction problems.

**FIFE OLD AGE PSYCHIATRY SERVICE**

The Old Age Psychiatry Service in Fife has 3 Community Mental Health Teams; Central, West and East. The Consultants for Central Fife are based at Whyteman’s Brae Hospital, Kirkcaldy. Consultants for West Fife are based at Queen Margaret Hospital, Dunfermline and Consultants for East Fife are based at Stratheden Hospital, Cupar. All Consultants have medical support from a Speciality Grade Doctor, CESR Fellow or doctors in training.

Multi-disciplinary working is at the core of what we do. The Central OACMHT includes a Nurse Team Lead, Community Mental Health Nurses, Healthcare Support Workers, Care Home Liaison Nurses, a Young Onset Dementia Nurse, as well as input from Occupational Therapists and Clinical Psychologists. Dementia Post Diagnostic Support is provided by CMHN DPDS Care Managers, Band 4 DPDS Link Workers and Alzheimer Scotland Link Workers.

We have good working relationships with Social Work and Mental Health Officer colleagues and Central Fife is piloting monthly inter-agency team “Core Dementia” meetings to work together around the care of those in the community living with the most complex Dementia related needs.

Across Fife there is a well established Young Onset Dementia Service and an Alcohol Related Brain Damage Service. Liaison Old Age Psychiatry Services are provided by a Mental Health Liaison Nurse to Acute Services at Victoria Hospital, Kirkcaldy and to other community/general hospital bases is provided in the different sectors.

In-patient mental health services for older adults are at Queen Margaret Hospital, Dunfermline, and at Stratheden Hospital, Cupar. There are two older adult acute wards:

Ward 1 at Queen Margaret Hospital (18 beds) and Muirview Ward at Stratheden Hospital (24 beds). There are also three Dementia Specialist /Transitional Care wards: Ward 4 at Queen Margaret Hospital (18 beds), and at Stratheden Hospital, Elmview Ward (18 beds) and Cairnie Ward (10 beds - male only).

In Central Fife, there is a team of two Consultants who support the Older Adults Community Mental Health Team; one (this post) is community based with some time allocated to support the Mental Health Liaison Nurse for Older People at the Victoria Hospital, Kirkcaldy. The other provides split between community time and inpatient care at Stratheden Hospital. These Consultants are supported in the community by and a Specialty Doctor/CESR Fellowship post and a 0.2 WTE Consultant.

**Associated Professional Groups**

***Clinical Psychology***. The department of Clinical Psychology is led by the Area Head of Psychology Services, based at Lynebank Hospital and Stratheden Hospital. There is a comprehensive range of services providing primary mental health psychological care in addition to secondary care provision.

***Social Work Department (Fife Council).*** Social Work Services are provided by an older adult generic team. There are specialists Mental Health Officer teams. The Social Work Department commissions supporting care from a number of providers.

***Specialist Pharmacy Services.*** Specialist mental health pharmacy managers work closely with clinicians, provide information to patients and carers and work on local protocols. There is regular attendance at ward clinical meetings.

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| **Specialist Services****Unscheduled Care Assessment Team****General Adult Psychiatry**  | This is a 24 hour nurse lead team with medical input from duty trainee doctors. It is a Fife wide service and is based at Whytemans Brae Hospital. It provides urgent assessments, management and signposting for unscheduled presentations including A&E at the Victoria Hospital Kirkcaldy and has close links with the sector teams. It provides a bed management role to the acute wards.Whyteman’s Brae Hospital, Kirkcaldy. Stratheden Hospital, Cupar. Queen Margaret Hospital, Dunfermline |
| **Rehabilitation**  | Stratheden Hospital, Cupar (Fife wide inpatient care). West and East Fife community rehabilitation team |
| **Intensive Psychiatric Care**  | Stratheden Hospital, Cupar (Fife wide). |
| **Addictions** | Cameron Hospital, Windygates. Whyteman’s Brae Hospital, Kirkcaldy. Lynebank Hospital, Dunfermline |
| **ANITT (Eating Disorders)** |  |
| **Child and Adolescent** | Playfield House, Stratheden Hospital, Cupar (Fife wide). |
| **Learning Disabilities** | Lynebank hospital, Dunfermline (Fife wide). |

**Non statutory/Voluntary Organisations**

Fife has many such organizations including:

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| **Dementia Services** | Alzheimer’s Scotland (Centre in Kirkcaldy, local information cafes, community groups and befrienders) |
| **Carer Support** | Fife Carer’s Centre (Princess Trust – based in Kirkcaldy and providing a Fife-wide service including workshops, individual advice and drop-in) |
| **Supporting People Initiative** | Independent providers commissioned by Social WorkHousing Associations e.g. Richmond Fellowship, Penumbra, Barony  |
| **Care at Home** | Local authority coordinated care at home provided directly by social work or by a variety of other providers.Assessment and reablement (STAR) beds in local care homes to allow supported assessment of needs outside hospital. |
| **Day Centre and activities** | Social work run daytime activity programmesAge Concern (day centres and befrienders)Contact Point (Kirkcaldy and Buckhaven) Fife Forum Local Area Coordinators CrossroadsAgeless CompanionsMen’s Sheds projects |
| **Substance misuse** | DAPL (Drug and Alcohol Project Leven)FAAS (Fife Alcohol Advisory Service)FIRST (partly NHS - Fife Intensive Rehabilitation & Substance Misuse Team)Forensic Drug Treatment Team (NHS)Community Drugs Team (NHS)Community Alcohol Team. |
| **Miscellaneous** | Kingdom Abuse Survivors ProjectExpress Group (Fife)Relationships ScotlandCRUSE, Bereavement Care, Scotland.Fife One Stop Shop for Autism |

**Development Plans:**

* Mental Health Services are working towards increasing services in the community and reducing dependence on beds.
* Health and social work are integrated with one Integrated Joint Board established in 2016 covering all of Fife and continue to move towards closer and more integrated working practices.
* Clinical leads posts are established with an aim of enhancing medical input into the Mental Health service development. All consultants have adequate SPA provision to facilitate active involvement in relavant service development and consultants are actively encouraged to participate in this.
* Community Mental Health Teams are established throughout Fife in General Adult Psychiatry and in Older Adult services. There is ongoing work developing primary mental health care resources, further delineating the role of secondary care and enhancing services in the voluntary sectory.
* Multidisciplinary care planning is in place with key working and a culture of goal focused treatment with emphasis on encouraging and developing self management skills.
* An integrated care pathway for Personality disorders is being established with phase based treatments in keeping with Royal College of Psychiatrists and MWC publications. Supporting this work a skills training programme, The Decider, (CBT and DBT based) is being rolled out service wide to enable a consistent approach, including in Older Adult services.
* The rehabilitation service is being redesigned with particular focus on enhancing community provision.
* The voluntary sector is currently being reviewed with the establishment of peer support workers, local area coordinators and projects such as Better than Well (life skills coaching and trauma informed).
* Primary Care Mental Health Nurses have been employed within primary care. The Fife Access Therapies website further enhances supports within primary care. Primary Care based Advance Nurse Practitioners also support physical health care in Care Homes in many areas.
* There is a strategic assessment process underway, developing plans for the mental health estate. This is initially focusing on redevelopment of the inpatient estate, including older adult wards.
* Opportunities to engage in medical education are available with students from the universities of Edinburgh, St Andrews and Dundee. In addition further specific opportunities are associated with the ScotGem project delivered from St Andrews University.
* NHS Fife Psychiatry has recently developed a CESR Fellowship programme with several posts for those wishing to pursue a non-training route, with Clinical Lead time within medical management to support and oversee the programme, as well as dedicated supervision time to support clinician’s development. There are two CESR Fellowship posts within Older Adult services.

**ORGANISATIONAL POSITION**

Director Fife Health & Social Care Partnership

Clinical Service Manager

**THIS POST**

Clinical Lead

Old Age Psychiatry

Head of Service Complex and Critical Care Services

Health & social Care Partnership

Senior Manager Mental Health Service

Clinical Director

Complex and Critical Care Services

Associate Medical Director

Complex and Critical Care Services

Medical Director

NHS Fife

Line management

Professional accountability

Professional accountability

Deputy Medical Director

Fife Health and Social Care Partnership

**SOUTH EAST SCOTLAND PSYCHIATRIC TRAINING SCHEME**

Fife is part of the South East of Scotland Psychiatric Training scheme. Trainees rotate throughout the whole region, between Lothian, The Borders and Fife. Trainees spend one half day each week during the academic year attending the MRCPsych course in Edinburgh and an additional half day of postgraduate training in Fife. They also attend psychotherapy training (often on the afternoon of the training programme).There are GPSTs and FY2s on rotation with the service also. In addition there may be higher trainees on placement within Fife, including within Older Adult services.

**ARRANGMENTS FOR MEDICAL REPRESENTATION**

There is an active Local Negotiating Committee with Primary Care Division representation.
All consultants are members of Fife Division of Psychiatry.

**Section 3:**  **Main Duties and Responsibilities**

The Central Fife Psychiatry of Old Age Service covers a mixed rural and urban community with a population of approximately 26,161 older adults. The main towns are Kirkcaldy with Whyteman’s Brae Hospital being the base for Mental Health Services in the area and the Victoria Hospital (VHK) being the District General Hospital for Fife, and Glenrothes. In Central Fife, outpatient care for is provided by a community based Consultant (this post) covering the Kirkcaldy area with a small amount of time allocated to supporting the Mental Health Liaison Nurse for Older Adults at VHK, and a split community and inpatient Consultant covering the Glenrothes area. They are supported by a Specialty Doctor/CESR Fellowship post and additional 0.2 WTE Consultant. Older adults from the Kirkcaldy area who require inpatient mental health care are admitted to Queen Margaret Hospital in Dunfermline, where there is a dedicated inpatient consultant. Those from the Glenrothes area are admitted to Stratheden Hospital under the care of the Glenrothes area Consultant. The co-location of Central Fife consultants with the rest of the OA CMHT on the Whyteman’s Brae site allows for information sharing, a sense of cohesion and invaluable support within the team.

We are always striving to improve our service and we seek an enthusiastic, dynamic and committed individual to lead and manage change. An area of particular focus over the next couple of years will be the development of the non medical workforce given the medical staffing challenges across the United Kingdom. A keen interest in supporting multi-disciplinary team colleagues’ professional development would be invaluable. We welcome discussions around proposed job descriptions to ensure roles match our Consultants interests, experience and talents - please don’t hesitate to ask about alternative ways of working. Our ambitionis to have right person doing the right things at the right time, allowing us to provide a high quality service to the Older People of Fife.

**This Post: Central Fife (Kirkcaldy area) Community-based Consultant**

10 Programmed Activities comprising 8 DCC and 2 SPA with 0.5 PA in lieu of OOH. There are models of compressed hours within NHS Fife with flexible cross cover provided by mutual agreement by colleagues which can be considered if applicants are interested.

Clinical activity includes:

1. Community Mental Health Team based work
2. Mental Health Care Home Liaison
3. Mental Health Liaison support to Victoria Hospital

Non-clinical activity includes:

1. Supporting training and development of a CESR Fellow.
2. Supporting training and development of non medical colleagues.
3. Continuing Professional Development includes the provision of a local peer group to facilitate case based discussions, attendance at local postgraduate training programme and support to access external CPD activities.
4. Other activity related to appraisal and revalidation such as participation in clinical audit, clinical governance, service design and change.
5. Teaching medical students from Edinburgh and St Andrews Medical Schools.
6. Opportunity to supervise Higher Trainee in Old Age Psychiatry

Support for this role:

1. Specialty doctor/CESR Fellowship doctor.
2. Nursing staff in the in-patient units are developing their skills in relation to tasks such as venepuncture, ECGs and assessing the deteriorating patient.
3. Co-location with other Central Fife OA consultants and CMHT colleagues provides opportunity for information sharing, support and cross cover.
4. Dedicated medical secretary (1WTE)
5. Own office.

The post holder is expected to participate in the broader activities of the Fife-wide Division of Psychiatry and Old Age Psychiatry Consultant group. This includes planning meetings and to take a share of administrative and organizational duties, both locally and within the Health and Social Care Partnership. There is close liaison between all Fife consultants and occasional cross cover may be necessary with other Old Age colleagues in other locally based units.

Your duties and responsibilities will be defined in your job plan,which is subject to review on an annual or interim basis. The provisions relating to job planning are as set out in section 3 of the Terms and Conditions of service. Consultants may be required to undertake scheduled work during out of hours periods. This will be part of the regular job plan and will be renumerated in line with nationally agreed terms and conditions of service, or your PAs reduced from 4 to 3 hours, in line with the 2004 Consultant contract.

Principal duties depending on post:

* To work flexibly with colleagues of all disciplines to achieve best standard of patient care possible.
* Clinical care of older age adult patients.
* Liaison with Mental Health Social Workers, Social Services and colleagues from other disciplines in NHS Fife. Home visits with GPs and other members of the team as necessary.
* Manage the treatment of patients using the Mental Health (Care & Treatment)(Scotland) Act 2003 and the Adults With Incapacity (Scotland) Act 2000 where appropriate and necessary. Attend CPA meetings, AWI Case Conferences and Mental Health Act tribunal hearings.
* To undertake duties as an approved medical practitioner under the terms of the Mental Health (Care & Treatment) (Scotland) Act 2003, Adults with Incapacity Act and Adult Support and Protection Act
* Liaison with non-statutory service providers, for example, Housing Support Associations and Fife Alcohol Advisory Service.
* Liaison with NHS Fife Addiction Services.
* Interactions with Liaison Old Age Psychiatry services, Medicine of the Elderly services and general hospital wards.
* Currently consultants provide court reports to their own sector but many reports are now completed by the Forensic Mental Health Team.
* The post holder is expected to participate in clinical governance activities.
* The post holder is expected to work with and provide support to the Clinical Service Manager and Clinical Lead but there are no specific management duties. Management responsibilities will be developed by discussion.
* To be responsible for the education, training, and supervision of the junior medical staff and should attend Educational Supervisor course.
* To provide, when required, teaching to nursing staff at various stages of their training and to other groups for in-service training.
* Share of annual leave, public holiday and study leave cover with colleagues. Sick leave as per LNC agreement with NHS Fife.
* To participate fully in the on-call rota for the Psychiatric Service Fife wide. On call responsibilities cover Mental Health Services throughout Fife, currently on a 1:20 basis. The post holder will be expected to do a pro-rata share of the on call. Out of hours cover is provided by duty doctors in training and Mental Health Officers (Social Workers). Out of hours General Practitioner services are provided centrally by the Primary Care Emergency Service (PCES). Accident and Emergency services are based at Victoria Hospital, Kirkcaldy, and Queen Margaret Hospital, Dunfermline.
* Annual/study leave. You will be required to provide emergency cover for Consultant colleagues during his/her absence on annual or study leave.

**Section 4: Job Plan**

Contract: Full-time but applications for those seeking less than full time welcome.

Programmed Activities: 10

Availability supplement 3%

Out-of-hours 1:20

Operationally responsible to: Older Adult CSM

Professionally responsible to: Clinical Lead/ Clinical Director

Extra programmed activities may be negotiated between the successful candidate and NHS Fife

The successful candidate’s job plan will be negotiated between the Consultant and the Clinical Lead for Old Age Psychiatry annually.

The following Job Plans are drafts and negotiable.

Included within the 8 PAs are 0.5 PA for on call and 0.5 PA cover for colleagues/flexible working in line with other consultants on the rota (this can be taken in consultation with sector colleagues and subtracted from the above)

Compressed models of working are available if cross cover can be mutually agreed with consultant colleagues.

**Indicative Job Plan**

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|  | Monday | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
| **Morning** | DCCDomicillary Visits  | SPAPostgraduate educational programmeDivision of Psychiatry meeting (monthly)Old Age Psychiatry meeting (monthly) | DCCOlder Peoples’ Mental Health Team Meeting: Allocations and Complex Case DiscussionsAdmin | SPA Appraisal and Revalidation Activity Supervision for CESR Fellow Supervision of non medical team members  | DCCOut-patient Clinic |
| **Afternoon**  | DCC Admin  | DCCHospital Liaison/Domicillary Visits | DCCOut-Patient Clinic  |  DCCDomicillary VisitsAdmin | DCCUrgent Domicillary/Hospital visitsAdmin  |

**Section 5 – Person Specification**

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| **REQUIREMENTS** | **ESSENTIAL** | **DESIRABLE** |
| Qualifications and Training | GMC registered medical practitioner.Licence to practiceApplicants must be on the GMC Specialist Register for Old Age Psychiatry or within 6 months of the anticipated award of a CCT or CESR in Old Age Psychiatry at the time of interview for the postApproved Medical Practitioner under the MH (C&T)(S) Act 2003 | Additional post-graduate qualifications, e.g. MD/ PhD/MSc |
| Experience | Must be able to demonstrate a high level of clinical experience and competence in older adult psychiatry, including both organic and functional disordersExperience of multidisciplinary teamwork, teaching and supervision. | Evidence of leading team meetings, CPA meetings, family meetings etc.Experience in partnership working and in Community Mental Health teamsExperience of undertaking Mental Health Act assessments Experience of giving evidence at Mental Health tribunalsExperience of Hospital Liaison psychiatry |
| Ability | Wide knowledge of older adult psychiatry. Ability to take full responsibility for independent management of patients.Ability to communicate effectively and clearly with patients and team membersAbility to provide clinical leadership to the team | Evidence of complex case management |
| Academic Achievements | Supportive of research activity | Evidence of research and publications in peer reviewed journals |
| Teaching and Audit | Evidence of commitment to:Clinical auditFormal and informal teaching and training of trainee doctors, medical students and other clinical staff.Learning and continuing professional development | Experience of designing auditsEvidence of training in clinical and / or educational supervisionCompleted audit leading to change in practice |
| Motivation | Evidence of commitment to: Patient-focused careContinuous professional development and life-long learningEffective and efficient use of resources | Experience of involvement in service development projectsClear commitment to developing role in relation to community services  |
| Team Working | Ability to work in a team with colleagues in own and other disciplines and develop good working relationships with colleaguesAbility to organise time efficiently and effectively, ReliabilityExcellent communication skills | Ability to motivate colleagues |

**Section 6 - Contact Information**

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| Informal enquiries and visits are welcome and should be made to: Clinical Lead for Old Age PsychiatryDr Katie Paramore on 01592 643355 ext 22034West Fife Consultant Old Age PsychiatristDr Susan Angus, Queen Margaret Hospital on 01383 623623,ext 23831 or E-mail: susan.angus2@nhs.scotJacqueline McInnes, Old Age Psychiatry Clinical Service ManagerPA - Hazel Crammond,  Queen Margaret Hospital on 01383 623623 Ext. 23830 or E-mail: hazel.crammond@nhs.scot |

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| **Section 7 - Working in Fife** |

# Working in Fife

Great education, superb transport links, a growing economy and a wide range of leisure and housing choices, Fife has it all!

Fife lies on the east coast of Scotland, between Edinburgh and Dundee, and is one of Scotland's fastest growing regions. We are going from strength to strength offering competitive employment opportunities coupled with quality alternatives to big city living, a reasonable housing market, good schools, and everything you would need for a healthy work life balance. As Edinburgh is in easy reach, Fife residents can also benefit from the amenities of Scotland’s capital city.

As well as great golf (St Andrews is home to the game after all) and leisure facilities, our countryside, wildlife and award winning beaches attract over a quarter of a million visitors every year.

Fife is also rich in history; it's the birthplace of Adam Smith and Andrew Carnegie, as well as being the historic seat of Scottish Kings. If you are interested in culture, we have award winning community cultural festivals, theatres, libraries, museums and galleries.

The Kingdom of Fife is a place of contrast and opportunities, packed with potential.



**Living in Fife**

Property in Fife spans all the options. From picturesque fishing villages in the East Neuk, to medieval streets in St Andrews and new housing across Fife, there's a home to suit every taste. Fife offers excellent properties, easy commutes and fresh air on your doorstep.

184 schools offer the Curriculum for Excellence to learners from 3 to 18, helping 50,000 children and young people develop the knowledge, skills and attributes they will need to flourish in life.

Fife is home to one of Scotland’s most famous universities, St Andrews. Fife College offers qualifications and provides opportunities for learning at home or in the community across Fife. The college works with local employers to help meet their employment needs.

**Leisure**

Leisure comes naturally in Fife, from modern sports facilities to some of Scotland’s most beautiful parks, gardens, countryside and coastal paths and a packed events programme. Cycling is an ideal way of taking in the Fife landscape with over 300 miles of dedicated cycle routes (www.fife-cycleways.co.uk). Award winning blue flag beaches offer miles of clean white sand and protected wildlife, so good that we welcome over a quarter of a million visitors every year. Of course Fife is also the home of golf and has 5-star courses.

**Travel & Location**

The Fife transport infrastructure is excellent and accessible so you should find travelling throughout Fife simple. We experience few of the commuting pressures of major cities thanks to the first-class road and railway network.

By rail, the local Fife Circle Network connects major towns and villages with 19 stations, and the main east coast line from London to Aberdeen provides fast and regular links to the cities. By car, Fife is next to Scotland’s major motorway network. From south Fife, Edinburgh is just 30 minutes away, Glasgow just 45 minutes and Perth 30 minutes. The Ferrytoll Park and Ride at Inverkeithing provides an alternative to car journeys into Edinburgh from the north. Dundee is also just a short journey across the river Tay.

Both Glasgow and Edinburgh airports can be reached in under an hour.

**Business & Jobs**

Fife is redefining its economic landscape with high-tech industries, tourism and renewable energy. Once home to ship-building, mining and heavy manufacturing, Fife is a place that encourages innovation and entrepreneurship. Commitment to education, workforce training, life-long learning and skills development helps to attract and retain talent, develop a knowledge economy and promote a culture of enterprise.

**For more about Fife see www.welcometofife.com**

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| **Section 8 - Terms and Conditions of Employment**  |

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

**Employment Details**

The post is available on a part time basis (8 programmed activities) and will be based at Queen Margaret Hospital.

Hours of work are as per the agreed job plan which will be reviewed annually.

All NHS Fife appointments are subject to a satisfactory medical report and this post will require enhanced disclosure from PVG scheme.

The salary scale will be that appropriate to a full time consultant i.e. £91,474 to £121,548 (exclusive of any distinction and service awards payable). Part time appointments will be calculated on a pro rata basis. The starting salary and other terms and conditions are subject to the nationally agreed Consultant Grade terms and conditions.

The appointment is superannuable, unless you opt out of the NHS Superannuation Scheme. Staff who choose not to be in the scheme will automatically contribute to the State Earnings Related Pension Scheme (SERPS) unless they are excluded from doing so or have arranged a Personal Pension Plan.

The annual leave entitlement for consultant staff is 33 days and 8 public holidays per annum on a pro rata basis.

In addition to the duties outlined above, you may occasionally be required to undertake other duties for limited periods.

Employment is subject to three months' notice on either side, but is subject to the provisions for appeal agreed between NHS Fife and the BMA Local Negotiating Committee.

You are required to be fully registered with the General Medical Council.

Your residence shall be maintained in contact with the public telephone service with appropriate reimbursement for place of residence in accordance with terms and conditions of service.

The post is non-resident.

The terms and conditions of service relating to your employment are those of NHS Fife and for the time being are set out in the Terms and Conditions of Hospital Medical & Dental Staff (Scotland) and the General Whitley Council Conditions of Service, as amended from time to time. Copies of these may be seen at the Headquarters of the Operating Division or at any of Fife Primary Care's Locality Personnel Departments. NHS Fife may from time to time amend these conditions following negotiating and consultation with the BMA, represented by the Local Negotiating Committee.

**Section 9 – General information for candidates**

**Training**

The post holder is expected to keep their CPD up to college standard.

A programme of Postgraduate lectures and journal club presentations is held on Tuesday mornings and rotates each term between sites (Dunfermline, Stratheden and Kirkcaldy).

The Health Board encourages consultants to participate in CPD and to join a peer group. The annual budget for funding for CPD activities is flexible. There are some courses available locally for IT training.

**Research**

Research is encouraged and the successful candidate may be offered an honorary Senior Lectureship within the local universities

**Audit**

The post holder is expected to take part in Audit activities. Fife participates in the Scottish ECT audit Network and there is an annual Suicide Audit.

**Continuing Medical Education**

The Board supports and will require the successful candidate to participate in continuing medical education (CME). You are entitled to 30 days paid study leave within and 3-year period, with expenses for the purposes of CME.

**Clinical Governance**

Fife HSCP is committed to maintain a high quality of services to patients, with particular regard to patient safety, by continual development of practice in the light of research evidence and by audit based against relevant standards.

**Lines of Clinical Responsibility**

The post holder will be professionally responsible to the Clinical Lead, the Clinical Director and the Medical Director.

**Resources**

The consultant will have an office of his/her own with personal computer and secretarial support.

**Management Role/Management arrangements**

NHS Fife currently has a directorate structure. The General Manager for Mental Health and Learning Disability Services has responsibility for the management of the Mental Health Service. The post holder will be managerially responsible to Clinical Services Manager for Older Adult on a day-to-day basis.

**Data Protection Act 1988**

Please note that any personal information obtained from you throughout the recruitment process will be collected, stored and used in line with the Data Protection Act 1998. Information will be available to the recruiting manager and to Human Resources staff.

**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 Scotland**

Where a 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 from the recruitment centre.

**Work Visa**

If you require a Work Visa, please seek further guidance on current immigration rules, which can be found on the Home Office website www.ind.homeoffice.gov.uk