

Job Title: Locum Speciality Dentist in Oral Medicine

Location: Glasgow Dental Hospital

Type of contract: Fixed Term 1 year

Salary Grade: Consultant

Working Hours: 0.5wte (2 posts)

Interview Date: To be confirmed

For the **Terms and Conditions of Service**: please refer to the **Supporting information (Medical and Dental) document**

Canvassing in connection with appointments is not permitted but this does not debar candidates who wish to visit the department/hospital(s) concerned. Details of Arrangements for Applicants to Visit the Department/Hospital(s) or to discuss the post(s). In the first instance, please contact:

Name	Job Title	Email	Telephone
Jennifer Taylor	Clinical Lead Oral Medicine	Jennifer.taylor.2@glasgow.ac.uk	0141 211 9838

For further information regarding NHS Greater Glasgow and Clyde and its hospitals, please visit our website <https://www.nhsggc.scot/>

ABOUT THE POST

The post offered is a fixed term position for one year within the Oral Medicine Department based at Glasgow Dental Hospital.

The post holder will contribute to all aspects of clinical activity in Department of Oral Medicine. The prime clinical role of the post will be to provide a specialist service for local general dental and medical practitioners referring outpatients with complex oral mucosal disease, oral disease occurring as a manifestation of systemic disease or complex facial pain. There is no out of hours or on call commitment. However there is an on- call rota and second cover Consultant Rota to ensure that an Oral Medicine opinion can be provided during working hours and to support specialty dentists and junior staff.

It is expected that the successful candidate will support the service re-design work already underway, providing diagnostic skills, treatment planning and where appropriate shared care pathways with primary care clinicians.

All applicants must possess Full GDC Registration with at least 4 Years full time Post Graduate Training or demonstrate and evidence equivalent experience and competencies

Glasgow Dental Hospital and School is situated in the centre of Glasgow. It is part of the Oral Health Directorate structure and is the main referral centre for specialist dental advice and treatment within the NHS Greater Glasgow and Clyde Health Board area. It also fulfils a similar role for surrounding Health Boards and serves a population of up to 3 million people.

The total number of chairs within the Hospital and School is approximately 160. In addition there is an adjoining Postgraduate Centre and the Royal College of Physicians and Surgeons of Glasgow is a 10 minute walk away. There are strong links with the University of Glasgow and other hospitals in the region and there is an excellent on site library. There is an excellent clinical photography unit within the Dental Hospital with its own studios and a dedicated resuscitation/medical emergency training suite. A Clinical Investigation Unit is available for research based dental clinical activity and Oral

Medicine has access to the full Clinical Research facility at the Queen Elizabeth University Hospital for linked research with other medical departments.

The Glasgow Dental Hospital and School comprises the following clinical departments:

- Restorative Dentistry
- Fixed and removable prosthodontics
- Endodontics
- Periodontology
- Oral Surgery
- Oral Medicine
- Paediatric Dentistry
- Orthodontics
- Oral & Maxillofacial Radiology

All departments hold regular Clinical Governance and Audit meetings. The Dental Staff Association meets regularly.

The Dental school delivers a modern, integrated Bachelor of Dental Surgery (BDS) programme over five years to an undergraduate population of approximately 400 students. The School is ranked highly for student satisfaction. Undergraduate students are present on all Oral Medicine clinics and the post holder would be expected to play an active role in clinical teaching.

Post graduate research opportunities are provided, within the three main research themes within the University of Glasgow Dental School; Infection and Immunity, Community Oral Health and Biotechnology and Craniofacial Science.
<https://www.gla.ac.uk/schools/medicine/dental/research/>

THE HOSPITALS AND THE DEPARTMENT/SPECIALTY – FACILITIES, RESOURCES AND ACTIVITY & STAFFING STRUCTURE

Acute Services Division

NHS Greater Glasgow and Clyde is the Largest NHS Employer in the UK and in partnership with 8 local authorities, is responsible for the health needs of a population of 1.2 million, almost a quarter of the entire Scottish population. The Acute Services Division has a workforce of 27,500 and an annual budget of £1.2 billion. The geographical area covered is diverse; it covers the major city of Glasgow, large and small towns, villages and some rural areas. We have significant challenges ahead as we deliver the objectives set out in Better Health Better Care and we seek to ensure that we have the right people for the right posts delivering a comprehensive health service to the population of Greater Glasgow and Clyde.

The Acute Services Division is the largest group of adult acute hospitals in Scotland. This allows individuals a wide range of opportunities for professional development whether in community-based care or general and specialty hospital services.

The investment in acute services in Glasgow in the last ten years has been considerable with two new Ambulatory Care Hospitals opening in 2009. The new Queen

Elizabeth University Hospital opened in May 2015. This investment in acute care has seen Maternity, Children and Adult acute services come together on a single campus, delivering progressive, integrated services to all of our patients throughout the Board area.

NHS Greater Glasgow & Clyde provides services from 8 acute hospital sites; the Queen Elizabeth University Hospital, New Victoria Infirmary, Stobhill Ambulatory Care Hospital, Glasgow Royal Infirmary, Gartnavel General Hospital, Vale of Leven Hospital, Royal Alexandra Hospital and Inverclyde Royal Hospital. Today Glasgow is a compact, vibrant and modern city. In fact Glasgow's scale comes as a surprise to some people. It has the largest suburban rail network outside London and is second only to the UK capital as a retail centre. There are top-ranking schools, excellent leisure facilities, beautiful golf courses and elegant accommodation across all price ranges. The night life and restaurants are renowned and its opera, theatres, art galleries and museums offer plenty of cultural stimulation.

From Glasgow, the West of Scotland's jewels are within easy reach. Loch Lomond is just 45 minutes drive, a little further to the Argyll peninsula – or over the sea to Arran, Skye, Iona and Mull.

Oral Health Directorate

The Oral Health Directorate is contained within the East Dunbartonshire Community Health Partnership (CHP) and comprises a single NHSGGC Board wide organisation structure incorporating:

- Primary Care Dental Service
- Public Dental Service
- Secondary Care Dental Service
- Dental Public Health
- Oral Health Improvement

The Glasgow Dental Hospital and School

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The total number of chairs within the Hospital and School is approximately 160. In addition there is an adjoining Postgraduate Centre and the Royal College of Physicians and Surgeons of Glasgow is a 10 minute walk away. There are strong links with the University of Glasgow and other hospitals in the region and there is an excellent on site library. There is an excellent clinical photography unit within the Dental Hospital with its own studios and a dedicated resuscitation/medical emergency training suite. A Clinical Investigation Unit is available for research based dental clinical activity and Oral Medicine has access to the full Clinical Research facility at the Queen Elizabeth University Hospital for linked research with other medical departments.

The Department of Oral Medicine

This is one of the busiest Oral Medicine units in the UK, with approximately 10,000 patient visits per annum. The Department of Oral Medicine is situated on Level 4 of the Glasgow Dental Hospital in a purpose built clinical unit. Biopsies are carried out by the Oral Medicine team and many of the support staff are phlebotomy-trained. Six closed surgeries are available each with private telephone and video consultation facilities and each allows both a consultation style of seating and a dental chair for examination.

The Post

The post holder will contribute to all aspects of the clinical activity of the Department of Oral Medicine. The prime clinical role of the post will be to provide a specialist service for local general dental and medical practitioners referring outpatients with complex oral mucosal disease, oral disease occurring as a manifestation of systemic disease or complex facial pain.

There is no out of hours on call commitment. However there is an on- call rota and second cover Consultant Rota to ensure that an Oral Medicine opinion can be provided during working hours and to support specialty dentists and junior staff.

It is expected that the successful candidate will support the service re-design work already underway, providing diagnostic skills, treatment planning and where appropriate shared care pathways with primary care clinicians.

Responsible to

The post holder is responsible to the Lead Clinician in Oral Medicine, the Clinical Director and operationally to the Clinical Services Manager at Glasgow Dental Hospital.

Staffing

As well as 3 NES Specialty Trainees in Oral Medicine we have the following staffing within the Department

HOSPITAL	NAME	SESSIONS
Glasgow Dental Hospital	Clare Marney, Consultant	0.6 WTE
Glasgow Dental Hospital	Kevin Ryan, Consultant	1.0 WTE
Glasgow Dental Hospital	Jennifer Taylor, Senior Clinical Lecturer, Lead Clinician	1.0 WTE
Glasgow Dental Hospital	Mark Gribben, Specialty Dentist	1.0 WTE
Glasgow Dental Hospital	Anjali Chawla, Specialty Dentist	0.5 WTE
Glasgow Dental Hospital	Locum Specialty Dentists (these posts)	2 x 0.5 WTE

The above staffing levels reflect the staffing position within Oral Medicine at the time this job description was compiled. Staffing levels may change to meet future service and business priorities.

The post-holder/s may be expected to adjust his/her commitments from time to time in agreement with the Lead Clinician and Clinical Director in order to accommodate variations in service needs.

Relationships with other departments

Close links to other Oral Medicine units in Scotland have been a priority and all join together in governance and educational activities. There are Specialty Registrars who rotate between the Scottish Oral Medicine units. Good relationships exist with all departments in the Dental Hospital, with other medical specialties across Greater Glasgow and Clyde and with the Regional Maxillofacial Unit at the Queen Elizabeth University Hospital and other regional Maxillofacial Units in the Scotland.

Teaching & Research

Undergraduate and postgraduate teaching is an important component of the department and the holder of this post will be expected to take part in chair-side clinical teaching and assessment. We have rotational Dental Core Trainees in the department and the post holder would be involved in the clinical aspect of their training. Research opportunities exist for those interested; however research would not form an essential part of this post. Excellent library facilities are available within Glasgow Dental Hospital and School and the University.

The department benefits from a clinical research facility on level 7 to facilitate research activity.

Clinical Audit and Quality Improvement

The post holder will be expected to participate and contribute to the Clinical Audit and quality improvement programme. Audit meetings are held within the Dental Hospital and School; these are an essential component of Clinical Governance.

Other Duties

The post holder will be asked to assist in undergraduate teaching and or continuing education according to experience. The post holder may be expected to deputise for absent colleagues.

Administration

Clinical administrative duties include those associated with the care of patients and the running of the department. The post holder will be expected to undertake some management duties as directed by the Lead Clinician. There is a requirement to work within the financial and other constraints decided upon by the Directorate.

Continuing Education and Study Leave

There is a requirement for directed continuing education through the NHS Board and these are largely completed through on-line modules (statutory and mandatory training modules). A range of local face-to-face and virtual educational activities are provided through NHS Education Scotland and the Royal College of Physicians and Surgeons of Glasgow. Leave applications are made via the Lead Clinician and hospital management and are discretionary with funding where agreed.

Indicative Timetable/Job Plan

The Post will include clinical sessions and SPA time on a 4DCC/1SPA split. Duties undertaken will include the full range of Oral Medicine. The days the post holder would work are likely to remain the same.

INDICATIVEJOB PLAN FORMAT (These sessions are fixed)

Name: Specialty: Oral Medicine

Grade: Specialty Dentist x 2

Effective Date of Job Plan: Next Expected Review Date:

Contract:

Weekly PAs: 5 **Weekly APAs:** 0 **TOTAL HOURS:** 20

Principal Place of Work Glasgow Dental Hospital and School

Other Regular Workplaces:

On-Call Availability Supplement None

Out of Hours Work: Predictable: 40 **Unpredictable:** PAs

Managerially Accountable to: Linda McGrath, Clinical Services Manager

Clinically Responsible to: Jennifer Taylor, Lead Clinician,
Alan Donaldson, Clinical Director

a) **Timetable of activities which have a specific location and time**

b) **Description of Activities which are not undertaken at specific locations or times**

(This section should include details of activity category and PA/APA allocation for such activities)

Research & audit and development opportunities in line with role and responsibilities.

c) **Description of Activities during Premium Rate Hours of Work e.g. hours outwith 7am-7pm Monday to Friday**

(This section should further define activities that have already been included at a) in terms of location and timing)

N/A

d) **Additional Programmed Activities**

(This section outlines the reason for allocation of APAs including the expected duration of the APAs)

N/A

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 Registration with a Licence to Practice or a GDC Registration. To find out more about the main types of registration which allow doctors to work in different posts. Please click here <https://careers.nhs.scot/careers/find-your-career/international-recruitment/regulatory-bodies>

If you are unsure of your eligibility to join the Specialty Register then find out more at:

<https://www.gmc-uk.org/registration-and-licensing/the-medical-register/a-guide-to-the-medical-register/specialist-and-gp-application-types>

Additional information for dental appointments

The GDC issues **Full Registration** and **Temporary Registration**.

- Temporary registration can be issued to allow a dentist to practise dentistry only in selected supervised posts for training, teaching or research purposes. Temporary registrations are granted for 6 months at a time, up to a maximum of 5 years.
- Full registration allows a dentist to practice dentistry in the UK without restriction.

In addition to full registration, dentists can also choose to be included on the **Specialist List**.

- The specialist lists are lists of registered dentists who meet certain conditions and are entitled to use a specialist title. They do not have to join a specialist list to practise any particular specialty, but they can only use the title 'specialist' if they are on the list. For more information on please visit <https://www.gdc-uk.org/>

MAKING YOUR APPLICATION

Please note

Take note of the **Closing date** and the **Job reference number** of the vacancy. Please quote the reference number on any correspondence.

Applications for Medical and Dental posts within NHS Greater Glasgow and Clyde (NHSGGC) will only be accepted via the completion of an **online application form** via our eRecruitment system (JobTrain)

If this is the first time you are applying via JobTrain, you will be asked to create an account. You can do this via an email address or social media account. NHS Scotland does not accept CV's in addition to/instead of a completed application form.

If you already have an existing account, you will have the option to copy a previous application. Please ensure that you go through the application to ensure that the details are up-to-date and complete.

Please make sure that the **email address** submitted is correct as this will be our primary method of contact during each stage of the recruitment process.

You will **time-out** after 30 minutes of inactivity. Please regularly save your application.

You need to provide at **least two (2) referees, one of which must be your current employer/line manager**. It is Board policy that no person can act as a member of an Advisory Appointments Committee and be a referee for a candidate for that post. You should therefore check with your proposed referees whether there is likely to be any difficulty in this respect for we may otherwise have to invite you to submit another name or names.

At the Shortlisting stage, all application forms are **anonymised** and only the Education, Employment and Assessment/Supporting Statement Information sections are accessible to those involved in the recruitment process.

Interviews are conducted either in-person or via MS Teams video call. If the interview date is not noted on the advert, you will be contacted with the details as soon as they are available to allow you to book. You will receive an email with the link to join if your interview will be a video call.

Job Interview Guarantee Scheme

NHSGGC recognises the contribution all individuals can make to the organisation regardless of their abilities. As part of our ongoing commitment to extending employment opportunities, all applicants who are disabled and who meet all the minimum criteria expressed in the job description will be guaranteed an interview. All information will be treated as confidential. We only ask for relevant information with regards to your disability to ensure that we can assist you if you are called for interview.

If you delete your application, you will not be able to re-apply.

Professional Regulatory Bodies Membership (GMC/GDC) details must be provided on the application form

Before submitting your application please make sure you read **the Declaration** section. This section will highlight any parts of the form which haven't been completed and it also covers the following important information:

- Criminal Convictions Declaration - NHS Scotland is exempt from the 1974 Rehabilitation of Offenders Act (Exclusions & Exceptions) (Scotland) Order 2003.

- Accuracy of Information - False or misleading information can cause disqualification of the application and dismissal from employment if appointed to the post.
- General Data Protection Regulation (GDPR) and Data Protection Act 2018 - Your data will be stored by Jobtrain and will be used only by NHSGGC authorised staff for the purpose of processing your job application, making recruitment decisions and for statistical and audit purposes. It will be retained, archived, and deleted in line with the NHS Scotland retention policy and will not be passed to any third party organisations without your permission

Please remember to review your application prior to submission as once you submit, you will not be able to edit any details or make changes.

GENERAL HELP AND SUPPORT

JOBTRAIN

General Help and Support with Login, Password reset or Technical issues

<http://jobseekersupport.jobtrain.co.uk/support/home> or contact (+44)0161-850-2004
(Monday-Friday 09:00-17:30 UK local time)

NHS GGC RECRUITMENT

+44 (0)141 278 2700 and select Option 1 for Recruitment and then
Option 5 for Medical Recruitment
nhsggcrecruitment@nhs.scot

LIVING AND WORKING IN GREATER GLASGOW AND CLYDE

We understand that choosing the right place to live is just as important as choosing the right job. Many people who have relocated to Scotland have been attracted by the opportunity to enhance their quality of life.

Scotland's people are well known for being warm, welcome and friendly. Scotland is a home to over five million people, and it is estimated that for every person living in Scotland, another five people living across the world have Scottish ancestry. With such wide connections spreading to every corner of the globe, it is no wonder that overseas visitors are made to feel like they are returning home.

As a place to live, the Greater Glasgow and Clyde area has many attractions. The West of Scotland combines cosmopolitan charm, lush countryside and soothing seaside. Culturally diverse, architecturally stunning and historically rich, this vibrant region is home to innovation, celebration and the largest city in Scotland – Glasgow. As Scotland's most populous region, the West of Scotland is home to approximately two million people. In addition to the city of Glasgow, East and West Dunbartonshire, Inverclyde, Ayrshire, North and South Lanarkshire, Renfrewshire and East Renfrewshire make up this captivating and eclectic part of the country.

This is a region of striking contrast. Larger areas like Glasgow are within easy reach of picturesque towns, villages and some of Scotland's most scenic beaches, captivating wildlife and tranquil countryside.

Glasgow

Multicultural, magnificent and brimming with personality, Scotland's largest city is home to nearly 600,000 people. Discover rich history, stunning architecture and the best shopping in the UK outside London. Glasgow is one of the highest ranking cities in the UK for quality of life. (source: Mercer survey, 2012).

This aptly-named 'Dear Green Place' blends the best of urban-living with the splendour of lush gardens and parks. Impressively, the city boasts more green space per square mile than any other UK city. With some of the biggest and brightest businesses Scotland has to offer, in addition to enjoying the scenery, you can explore the many great career opportunities the city offers.

Offering the best of both worlds, Glasgow is close to breath taking countryside offering up nearby hill walking, sailing, and cycling. Some of the world's greatest golf courses are all within an hour's drive of the city. And this bustling city's arts and culture, nightlife and food are hard to surpass.

Home to over 133,000 students from around the world, this vibrant city has five world-renowned universities and seven colleges.

Lots to see and do

No matter what your age or interest, the West has something for you. Be dazzled by Charles Rennie Mackintosh's iconic architecture in Glasgow or satisfy your appetite with mouth-watering produce at the farmers' markets in Renfrewshire and Inverclyde. You also have your choice of impressive year-round events and festivals, attractions or

some of the best leisure facilities in the country. And as a UNESCO City of Music, Glasgow offers an impressive range of musical delights.

Housing

Whether you are renting or buying, Glasgow offers a superb selection of housing. Here you'll have your choice of apartments on the River Clyde, spacious Victorian flats in the West End and family homes in leafy suburbs conveniently located near to schools.

Getting around

The region's excellent transport links mean you're connected to the rest of the UK - and the world. The M8 motorway connects the West with the rest of Scotland, taking just under an hour to drive between the country's major cities Glasgow and Edinburgh, a well-used commuter's route. The bus is an effortless way to get around because it's inexpensive and widely available across the region – even in remote locations.

Glasgow has the UK's largest suburban rail network outside London. An abundance of stations and travel times makes exploring the region by train an easy option. The rail network links both rural areas and cities with the rest of Scotland and the wider UK. From Ardrrossan, Gourock and Wemyss Bay you can also travel by ferry to many of Scotland's islands, or further afield from one of the cruise ships that dock at Greenock harbour.

Glasgow's two international airports connect the region with the rest of the UK and beyond. There are approximately 200 flights per day (pre pandemic levels) from Glasgow international airport alone, ready to fly to over 90 destinations like London, Dubai and New York. The best of the city-living, magnificent countryside and an opportunity to work in some of Scotland's most exciting industries means this region is a hugely popular place to live and work.

Useful websites:

- www.scotland.org/live-in-scotland/moving-to-scotland
- www.transport-executive.co.uk/best-places-to-live-in-glasgow
- www.visitscotland.com
- www.mygov.scot/search-house-prices

Thank you for your interest in NHS Greater Glasgow and Clyde, we look forward to receiving your application.