

Locum Consultant Cellular Pathologist

**Fixed Term for 12 months
Raigmore Hospital**

**Information Pack
MS17**

APPOINTMENT OF LOCUM CONSULTANT CELLULAR PATHOLOGIST

INFORMATION PACK

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Section 1 – Welcome

Introduction

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

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

We offer:

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

Recruitment Process

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

Due to the current travel restrictions in place all interviews will be held via Microsoft Teams.

Department Contact:

Dr Natasha Inglis, natasha.inglis@nhs.scot

Dr Adam Brown, Adam.Brown3@nhs.scot

Mr Aex Javad, alex.javed2@nhs.scot

How to Apply

- Applicants should complete an Application Form and return to the email noted below as we are unable to accept CVs.
- All candidates and employees are afforded equal opportunities in the recruitment and selection process and in employment irrespective of their age, disability, gender reassignment, marriage or civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation.
- Your personal information will not be sent with the application for shortlisting. The application form will be identified by the candidate number only to ensure that no applicant will be unfairly discriminated against.
- NHS Scotland is exempt from the 1974 Rehabilitation of Offenders Act (Exclusions & Exceptions) (Scotland) Order 2003. As part of any offer of employment in regulated work candidates will be subject to Protection of Vulnerable Groups Scheme membership.

Job reference: MS17409608

Closing date: Midnight 29 May 2022

For further information on NHS Highland, please visit our website on www.nhshighland.scot.nhs.uk

PLEASE NOTE - You should apply for this post by completing the application process on Job Train. We suggest you use Internet Browser "Google Chrome" or "Microsoft Edge"

DO NOT upload a CV as this will not be used for short listing purposes.

Once you have submitted your application form you will be unable to make any amendments.

For help to complete an application on Job Train please click [here](#).

Please contact Amanda.Davidson@nhs.scot any queries regarding submitting your application to the NHS Scotland National Recruitment website.

Section 2 – Advert

LOCUM CONSULTANT IN CELLULAR PATHOLOGY
NHS Highland, Raigmore Hospital, Inverness
Fixed Term for 12 months
£87,534 - £116,313 per annum pro rata
Ref: 096308

Applications are invited for a Consultant to join the Cellular Pathology Department, Raigmore Hospital, Inverness. This is a fixed term appointment with the option to become substantive and is available on a ten programmed activity basis, but applicants wishing to work part time will be considered.

This is a fantastic chance to join our small, friendly but extremely efficient department in the beautiful Scottish Highlands. We can offer flexible working and if this is your first consultant appointment we will monitor a graduated workload for you.

Applicants with interest in other subspecialties are encouraged to contact the department as we may have the flexibility to offer job plans tailored to individual needs and special interests and flexible working requirements. We would be happy to discuss your areas of special interest, period of availability and flexible working requirements.

Inverness is the Capital of the Highlands and offers a range of leisure and sporting opportunities unequalled in the UK and this job provides an opportunity for a great work-life balance. Raigmore Hospital is a modern district general hospital with 454 beds, which serves a catchment area of almost 10,000 square miles covering the Scottish Highlands and Islands. It is a tertiary referral centre, cancer centre and a breast screening centre.

The Department provides a balanced mixture of specialist and generalist reporting. The successful applicant will be expected to take part in the general rota and either have or develop special interests to complement those of colleagues and meet the needs of the Department. In particular, interests in dermatopathology, breast, and/or diagnostic cytology would be welcomed. The Department provides an extra-contractual autopsy service to the Scottish Fatalities Investigation Unit (North) and participation in this service can be easily accommodated, if desired. There is no requirement to report cervical cytology. There are varying options for teaching undergraduates and postgraduates.

The department is fully computerised, using the Cirdan Ultra Laboratory Information Management System to integrate histopathology, diagnostic cytology and autopsy reporting. Following a successful pilot, which included demonstration of remote working, inter-departmental sharing of images and LIMS integration, we have installed Philips digital pathology equipment with a view to developing the use of this technology within the department. The department has a networked Macropath digital imaging system for macroscopic imaging in the cut-up room and all microscopes have a digital imaging system. Dragon Voice Recognition technology is available if desired.

For more information please contact:

Dr Natasha Inglis, natasha.inglis@nhs.scot

Dr Adam Brown, Adam.Brown3@nhs.scot

Mr Aex Javad, alex.javed2@nhs.scot

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For help to complete an application on Job Train please click [here](#).

Section 3 – Job Information

Introduction

The Cellular Pathology Department at Raigmore Hospital, Inverness provides a comprehensive service for communities throughout the Highlands and Islands. NHS Highland's catchment area comprises the largest, most sparsely populated and socially distanced part of the UK. The area covers 32,518 km² (12,507 square miles), which represents approximately 41% of the Scottish and 11% of the UK land surface. The geographical nature of the region presents exciting challenges for the efficient and effective delivery of health care services.

NHS Highland serves a population of some 310,000 residents (within the Highland and Argyll & Bute Council boundaries). In addition, tourists to the Highlands, who at certain times of the year can double or even triple the local population, make up a significant proportion of its patients.

The proportion of older people is above the Scottish average but levels of morbidity and levels of deprivation are well below the Scottish average.

Raigmore Hospital is one of Scotland's five Cancer Centres, a Breast Screening Centre and teaching campus of the University of Aberdeen. As a result, the workload is immensely varied and special challenges arise from the unique location and topography. In addition, the University of the Highlands and Islands has its core activities in Inverness. Inverness has enjoyed sustained growth and prosperity for many years and secured city status to mark the millennium, yet commuting remains a pleasure and space is plentiful. Within minutes the city boundaries give way to outstanding countryside offering unparalleled outdoor recreational activities.

The relatively small size of the department makes for a close and relaxed working environment with the ability to work flexibly. This coupled with the slower pace of life in the Scottish Highlands and the associated outdoor leisure activities will provide an excellent work-life balance to any successful applicant.

The Cellular Pathology Department

The Cellular Pathology Department sits within the Clinical Support Division, with Dr Natasha Inglis being the Clinical Lead for the department. In addition to the expected comprehensive range of laboratory services, the Cellular Pathology department includes access to cytogenetics and molecular diagnostics.

The Cellular Pathology Department provides a diagnostic service commensurate with Raigmore's status as a tertiary referral and Cancer Centre for a region with the highest incidence of non-Hodgkin lymphoma, breast carcinoma and colo-rectal carcinoma in Scotland. It is the sole provider of this service in the Highlands and Islands. The full medical team complement is 5.8 WTE. The department is accredited for training with the opportunity for specialty trainees to rotate to Inverness from Aberdeen for a period of six months.

The department is located in the main hospital building on the Raigmore site in modern facilities. It is fully computerised, using the Cirdan Ultra Laboratory Information Management System to integrate histopathology, diagnostic cytology and autopsy reporting. Following a successful pilot, which included demonstration of remote working, inter-departmental sharing of images and LIMS integration, we have recently installed Philips digital pathology equipment with a view to developing the use of this technology within the department. The department has a networked Macropath digital imaging system for macroscopic imaging in the cut-up room and all microscopes have a digital imaging system. Dragon Voice Recognition technology is available if desired. Full UKAS accreditation was gained in 2017.

Histology

The department reports approximately 16885 histopathology and 2135 diagnostic cytology specimens (including 850 andrology specimens which are reported by specialist BMS staff) per annum. This work originates from Raigmore, Fort William, Wick and the Western Isles Hospitals as well as Primary Care. The work originating from Oban is currently sent to NHS Greater Glasgow and Clyde. In addition, about 320 post mortems are performed annually (the vast majority being performed under the authority of the Scottish Fatalities Investigation Unit).

A broad range of challenging material is encountered since all routine and most specialist pathology generated in the region is examined in the department. At present the consultants are generalists with areas of specialist expertise and operate in teams for the less common specimen types and large cancer resections. The caseload includes breast cancer screening and symptomatic cases, upper and lower gastrointestinal resections including those from bowel screening, pancreatic and liver resections, some gynaecological cancers, major urological procedures, head and neck resection specimens, lymphomas and medical liver biopsies. The only patients sent out with the region are those requiring radical surgery for gynaecological tumours, robotic associated radical prostatectomies and cystectomies, malignant soft tissue and bone tumour resections, cardiothoracic surgery and neurosurgery. There is a comprehensive and continually updated range of antisera for immunohistochemistry. Her 2 IHC testing is undertaken with ancillary FISH testing provided by the Dept of Cytogenetics in Dundee. Immunofluorescence and fluorescence in-situ hybridisation are also available. The routine laboratory is well equipped with Leica cassette printers and three Thermo tissue processors. The Winscribe digital dictation system is used for cut-up and reporting. One consultant currently reports using Dragon voice recognition technology. There is a reporting room with a brand new Olympus 10-headed teaching microscope and library containing a comprehensive range of up to date textbooks.

There is BMS extended specimen cut-up for a large number of specimens including appendices, gall bladders, lipomas, simple uteri, foreskins, simple skins, POC's, TURP and TURBT specimens. This allows the BMS staff to deal with approximately 60 to 70% of all specimens received. There are regular MDT meetings for all of the major cancer tumour sites. All but the breast cancer MDTM are held in the Pathology Library which was updated in May 2016 to combine three high definition video screens with a microscope, PACS and integrated video-conferencing systems. The gynaecology, lung, colo-rectal and upper GI MDTMs involve videoconferencing to include clinicians from the peripheral sites as well as those in the teaching hospitals in Aberdeen, Glasgow and Dundee. Recently, TEAMS has been used successfully to allow for socially distanced MDT discussion. Pathologists are welcome to present at the weekly medical 'Grand Round'.

Cytology

Diagnostic specimens, which include a significant number of fine needle aspirates from the Head and Neck service, are currently reported by two Consultants. Thinprep LBC preparations are routinely used for urine, breast and bronchial specimens. An andrology service is also provided by specialist BMS staff within the department.

Autopsies

Adult autopsies are currently undertaken by 2 consultants with approximately 10 - 20 hospital authorised examinations and up to 300 medicolegal autopsies performed each year within the well-equipped mortuary which is attached to the Cellular Pathology Department at Raigmore Hospital. The latter are undertaken under the authority of the Scottish Fatalities Investigation Unit and are remunerated independently. The medicolegal caseload includes a higher than normal percentage of suicidal and accidental deaths, especially road traffic and hillwalking/climbing deaths. The paediatric and perinatal autopsy service is provided by NHS Greater Glasgow and Clyde through an SLA.

Cytogenetics and Molecular Diagnostics

This service is provided by NHS Tayside whom we have close links with and is UKAS accredited to ISO15189.

Teaching

There is a rotational training post with Aberdeen, each trainee spending six months in Inverness. There is also a departmental commitment to teach phase IV (final year) undergraduate medical students undertaking surgical specialities in Raigmore Hospital. This currently amounts to five teaching sessions per year. A new diagnostics block for 4th year medical students, encompassing all laboratory disciplines as well as radiology, commenced in June 2021. Ad hoc teaching is also undertaken during post-mortems for students. In addition, informal teaching and mini-placements are arranged periodically for junior medics, nursing students and staff, allied professionals and other medical staff.

EQA Participation

The department participates in the following EQA schemes:

UK NEQAS Immunocytochemistry
UKNEQAS for Cellular Pathology Technique

Medical staff participate in the following schemes:

NHS Breast Screening Program EQA
Urological Pathology
Oral/Head and Neck Pathology
Scotland and Northern Ireland EQA Scheme in General Histopathology
Bowel Screening EQA
Gastrointestinal Pathology

Scottish Pathology Network (SPAN)

The department is part of SPAN which is a clinical network of all the Pathology departments in Scotland. The Clinical Lead and Head BMS are members of the network management team. The network is a partnership of equals, each department having equal influence in decision making irrespective of size or any other measure of status.

Section 4 – Job Plan

NHS Highland Health Board.

This job plan starts 09 August 2018.

Job plan for Consultant Vacancy in Pathology & Cytology

Basic Information

Job plan status	In 'Discussion' stage
Appointment	Full Time
Cycle	Rolling cycle - 1 week
Start Week	1
Report date	24 Apr 2018
Expected number of weeks in attendance	42 weeks
Usual place of work	Raigmore Hospital, Inverness
Alternate employer	None Specified
Contract	New
1 PA of premium time equates to	3 hours
Private practice	No

PA Breakdown

	Main Employer PAs	Core PAs	EPA PAs	Total PAs	Core hours	EPA hours	Total hours
Direct Clinical Care (DCC)	8.000	8.000	0.000	8.000	32:00	0:00	32:00
Supporting Professional Activities (SPA)	2.012	2.012	0.000	2.012	8:02	0:00	8:02
Total	10.012	10.012	0.000	10.012	40:02	0:00	40:02

On-call summary

Type	Normal	Premium	Cat.	PA
			Total:	0.000

You have not added any on-call rotas.

On-call rota details

Sign off

Role: Associate Medical Director	Role: Service Manager
Name: Dr MacDonald, Kenneth	Name: Mr Javed, Alex
Signed:	Signed:
Date:	Date:

Timetable

Activities

Extra Programmed Activities

Type	Day	Time	Weeks	Activity	Employer	Location	Cat.	Num/Yr	PA	Hours
You have not added any activities for this day.										

No specified day

"()" Refers to an activity that replaces or runs concurrently

Extra Programmed Activities

Type	Normal	Premium	Activity	Employer	Location	Cat.	Num/Yr	PA	Hours
						Total:	Core EPA Replaced	10.012 (0.000)	40:02 (0:00)
	10:00	0:00	Job planning Comments: standard allowance	NHS Highland Health Board.	Raigmore Hospital, Inverness	SPA	1	0.060	0:14
	15:00	0:00	Personal Appraisal / Revalidation Comments: standard allowance	NHS Highland Health Board.	Raigmore Hospital, Inverness	SPA	1	0.089	0:21
	0:15	0:00	Service management and planning Comments: Raigmore Cellular Pathology Departmental Management meetings	NHS Highland Health Board.	Raigmore Hospital, Inverness	SPA	42	0.063	0:15
	4:45	0:00	Other SPA (please specify) Comments: To be defined	NHS Highland Health Board.	Raigmore Hospital, Inverness	SPA	42	1.188	4:45
	1:00	0:00	CPD - Personal (max 1 hour per week)	NHS Highland Health Board.	Raigmore Hospital, Inverness	SPA	42	0.250	1:00
	26:00	0:00	Surgical pathology reporting Comments: Surgical Pathology +/- Cytopathology Reporting +/- Autopsy Practice - as rostered according to the departmental rota	NHS Highland Health Board.	Raigmore Hospital, Inverness	DCC	42	6.500	26:00

Type	Normal	Premium	Activity	Employer	Location	Cat.	Num/Yr	PA	Hours
	1:00	0:00	Admin - general Comments: Letters, emails, office consultations	NHS Highland Health Board.	Raigmore Hospital, Inverness	DCC	42	0.250	1:00
	4:00	0:00	MDT Comments: Participation in MDTs as required and in keeping with specialist skills.	NHS Highland Health Board.	Raigmore Hospital, Inverness	DCC	42	1.000	4:00
	1:00	0:00	On-site medical cover	NHS Highland Health Board.	Raigmore Hospital, Inverness	DCC	42	0.250	1:00
	0:30	0:00	Audit Comments: Audit of personal and departmental practice within pathology and collaborative clinical audit	NHS Highland Health Board.	Raigmore Hospital, Inverness	SPA	42	0.125	0:30
	8:00	0:00	Appraiser (8 hours per appraisal) Comments: Optional, to be discussed at interview	NHS Highland Health Board.	Raigmore Hospital, Inverness	SPA	5	0.238	0:57

Section 5 – Person Specification

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

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

Requirement	Essential	Desirable
1. Qualifications	Hold a recognised medical degree Have fellowship of the RCPATH (or equivalent)	
2. GMC/Specialist Registration	Applicants must be on the GMC.	Specialist Register for Histopathology
3. Clinical Experience	Show evidence of a broad range of general cellular pathology reporting Ability & willingness to undertake histopathology work to an acceptable standard	Experience in specialist areas of reporting required to complement and support the skills of the existing post-holders
4. Teaching & Training	Good communicator Good presentation skills Self-motivated with a confident leadership style	Ability to provide mentorship support for undergraduate students and training grade doctors
5. Research & Audit Experience	Evidence of participation in Clinical Audit	
6. Staff Management	Demonstrable understanding & acceptance of the principles of Clinical Governance Awareness of new developments in the specialty with ability to critically assess the impact of these on the service	
7. Team Working & Interpersonal Skills	Ability to manage stressful situations Time management skills Ability to get on with and work with others as part of a team	

Section 6 – Terms and Conditions

TERMS AND CONDITIONS OF SERVICE

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: <http://www.msg.scot.nhs.uk/pay/medical>

Job Title	LOCUM CONSULTANT CELLULAR PATHOLOGIST 12 Month Fixed Term Contract
Type of Contract	Full time 12 Month Fixed Term Contract
Location	Raigmore Hospital
Salary	£87,534 - £116,313 per annum pro rata 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 an NHS Consultant post. Your salary will be credited monthly, in arrears, at 1/12th of the annual rate to an account at a bank/building society of your choice on the 27 th of each month.
Arrangement of Duties	See separate Job Plan.
Medical Negligence	NHS Highland takes responsibility for expenses and damages arising from medical negligence where they, as the employer, are vicariously liable for the acts and omissions of their medical and dental staff. However, the appointee is strongly advised to maintain separate medical defence or insurance cover for all work which does not fall within the scope of the Board's indemnity scheme, details of which are given in NHS Circular 1989(PCS) 32.
Registration with General Medical Council	Prior to commencement in post, successful candidates must have full registration with the General Medical Council, a licence to practise, and be eligible for inclusion on the GMC Specialist Register. Those trained in the UK should have evidence of higher Specialist Training leading to a CCT or be within six months of confirmed entry from the date of interview or obtained specialist registration through CESR (CP). Non UK applicants must demonstrate equivalent training.
Disclosure of Criminal Convictions	Appointment to this post will be made subject to satisfactory screening by Disclosure Scotland. This post is considered to require Registration with the Protecting Vulnerable Groups (PVG) Scheme as it involves substantial access to children and / or vulnerable adults. A PVG Scheme Record will contain details of all convictions on record, whether spent or unspent. This means that even minor convictions, no matter when they occurred will be included in the Scheme Record. It may also contain non conviction information held locally by the police, where this is considered relevant to the post. Following the selection interview only the "successful" candidate will be subject to registration with the PVG Scheme. Offers of appointment will be made subject to satisfactory PVG Scheme screening and medical fitness. Please note that a commencement date will only be issued once this clearance has been received.

Rehabilitation of Offenders Act 1974	<p>The Rehabilitation of Offenders Act 1974 provides for many people who have been convicted of certain criminal offences the opportunity to have no need to refer to these convictions or the circumstances relating to them in the course of their daily lives. Certain convictions can, therefore, be regarded as “spent” after the lapse of a period of years under the terms of the Act. The National Health Service employment for which you are applying is excluded in the provisions of the Act unless otherwise stated in the job description. If the post is excluded you are required not to withhold information about convictions which for other purposes are “spent” under the provisions of the Act. In the event of employment, any failure to disclose such convictions could result in dismissal or disciplinary action by your employer. Any information given, however, will be completely confidential and will be considered only in relation to the post for which this application form refers.</p>
Medical Fitness	<p>All prospective members of staff are asked to submit a confidential health questionnaire to the Occupational Health Service. On the basis of this, they may be passed fit, or an appointment for further information or screening may be required. All entrants must be certified medically fit and employment is conditional on such certification. All appointees are expected to comply with NHS Highland’s Immunisation Policy.</p> <p>Those posts classified as Exposure Prone Procedures appointments are dependent on satisfactory proof of immunity or freedom from Hep B infection prior to appointment.</p>
Right to Work	<p>NHS Highland has a legal obligation to ensure that it’s employees, both EEA and non EEA nationals are legally entitled to work in the United Kingdom. Before any person can commence employment within NHS Highland they will need to provide documentation to prove that they are eligible to work in the UK. Non EEA nationals will be required to show evidence that either Entry Clearance or Leave to Remain in the UK has been granted for the work which they are applying to do. Where an individual is subject to immigration control under no circumstances will they be allowed to commence until the right to work in the UK has been verified. You will be required provide appropriate documentation prior to any appointment being made.</p>
Annual Leave & Public Holidays	<p>The leave year shall run from date of taking up appointment and in a full year the postholder will be entitled to 33 days annual leave (pro rata per annum) plus eight statutory and public holidays as agreed by NHS Highland (pro rata per annum).</p>
Superannuation	<p>New entrants to NHS Highland who are aged sixteen but under seventy five will be enrolled automatically into membership of the NHS Pension Scheme.</p>
Notice	<p>The postholder will be required to give and is entitled to receive a minimum of three months notice of termination of employment.</p>
Removal Expenses	<p>Assistance with Removal expenses will be given in accordance with the NHS Highland Short Term Relocation Policy. It is compulsory that you discuss any arrangements relating to your relocation with us before arranging anything. Failure to do so may result in limited or no assistance being given.</p>
Private Residence	<p>Your private residence shall be maintained in contact with the public telephone service and shall be not more than 10 miles or 30 minutes by road from your hospital base, unless the Board gives specific approval to you residing at a greater distance.</p>
Identity Badge Policy	<p>NHS Highland has a policy that all staff will be issued with and required to wear an Identity Badge at all times when on duty. If your badge needs replacing for any reason you are required to contact the Fire/Security Office, Estates Department to arrange for a replacement. All identity badges are the property of NHS Highland and must be returned when you terminate your employment.</p>

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