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WALES

Bwrdd Iechyd Prifysgol  
Cwm Taf Morgannwg  
University Health Board

## **CONSULTANT PHYSICIAN – RESPIRATORY MEDICINE**

### **JOB DESCRIPTION**

<b>POST:</b>	<b>Consultant in Respiratory &amp; General Internal Medicine</b>
<b>HOURS:</b>	<b>10 sessions</b>
<b>SALARY:</b>	<b>£72,927 - £94,679 per annum</b>
<b>DIRECTORATE:</b>	<b>Medicine/A&amp;E</b>
<b>BASE HOSPITAL:</b>	<b>Royal Glamorgan Hospital, Llantrisant</b>



***This Job Description has been approved by the RCP***

## **1. Introduction**

This post is being created to expand and improve the Respiratory Medicine service at Royal Glamorgan Hospital. The post holder will be joining a dynamic, forward-looking and innovative Respiratory Medicine team of 3 consultants.

The post will be subject to the terms and conditions of service governing the appointment of Medical and Dental Staff in Wales, and to the Health Board's terms and conditions as appropriate. The candidate to be appointed will be required to be fully registered with the General Medical Council; to hold, or to be within 6 months of gaining, a Certificate of Completion of Training in both Respiratory Medicine and General Internal Medicine; and to be on the Specialist Register.

Key to the development of services will be to develop clinical relationships with the colleagues in the Directorate and Local Health Board as well as strengthening working relationships with Primary Care colleagues in order to develop services locally.

The successful candidate will work as part of a multi-disciplinary team to provide senior experienced clinical leadership in Royal Glamorgan Hospital and to support the development of the integrated acute care model for the whole Health Board. The post holder will also provide senior medical advice and support to our teams of community/specialist nurses and to GPs when required.

## **2. The Health Board**

Cwm Taf Morgannwg University Health Board is responsible for providing healthcare services for the people of Rhondda Cynon Taf, Merthyr Tydfil and Bridgend County Borough area. The Health Board serves a population of 450,000 and employs 13,500 staff.

The Health Board provides and commissions the full range of hospital and community based services for the residents of Rhondda Cynon Taf, Merthyr Tydfil and Bridgend. This includes the provision of local primary care services and the running of its hospitals, health centers and community health teams. The Health Board is also responsible for arranging for residents to access more specialised health services where these are not provided within the Health Board boundary.

### **2.1 The Royal Glamorgan Hospital**

Located near Llantrisant, Royal Glamorgan Hospital was opened in 2000 and has over 500 acute beds. It provides a comprehensive range of in-patient, day case and out-patient facilities, together with an Accident & Emergency unit, an Acute Mental Health Unit and diagnostic facilities services.

The hospital boasts a state-of-the-art digital Radiology department, a well-staffed Pathology service, and has a specialist Palliative Care service "Y Bwythyn" on site, providing inpatient, outpatient and day care for patients with specialist palliative care needs.

The Royal Glamorgan Hospital is located two miles from the M4. There are many areas of outstanding natural beauty within easy reach. To the North is the Brecon Beacons National Park, and to the South is the rolling countryside of the Vale of Glamorgan and the South Wales Heritage Coast. Cardiff, the Capital City of Wales, is a cosmopolitan city of many contrasts offering a wide variety of bars, restaurants, concert venues, theatres and art galleries, as well as several shopping centres and leisure facilities. There is an excellent choice of housing within easy travelling times of the hospitals. There are established air, rail and sea links, which provide easy access for travel throughout the UK and beyond.

There is an active Postgraduate Medical Department and during the academic year, a full programme of departmental meetings, symposia and evening lectures takes place. The library is well stocked and is staffed by a full time librarian. All Consultants within the Medical Directorate are recognised as Honorary Clinical Teachers by the Cardiff University School of Medicine, and the hospital is one of the three major DGHs involved in undergraduate medical education, with medical students regularly attached to the hospital for clinical teaching.

## **2.2 Other District General Hospitals within the Health Board**

**Prince Charles Hospital**, in Merthyr Tydfil, has around 430 beds and provides Acute, Emergency and Elective Medical and Surgical Services, Intensive Care and Coronary Care, Consultant-led Obstetrics Services with a Special Baby Care Unit and in-patient Consultant-led Paediatric Medicine. The state-of-the-art Emergency Care centre which was opened in 2012 and houses the A&E department, GP OOH, the medical assessment area and overnight observation beds. The acute medical service is supported by a team of 5 acute physicians who provide all the front door cover 8-5 Monday to Friday. Prince Charles has been at the center of the South Wales plan, forming an integral part of the service to the population as one of the 5 centers that will continue to deliver all acute services including Neonates, Paediatrics, consultant lead obstetrics and a high quality Emergency Department from this site going forward.

**Princess of Wales Hospital**, in Bridgend, provides a comprehensive range of acute surgery and medicine for patients of all ages, including inpatient, outpatient and day services. The above services are offered within facilities which include: Emergency Department (ED); emergency and planned surgery; emergency medicine; gynaecology, obstetrics and neonatal unit; paediatric (children's) services; acute mental health care (Coity Clinic); main operating theatres and a purpose-built Day Surgery Unit; and ophthalmology unit (day surgery and outpatients).

## **2.3 Community Hospitals**

**Ysbyty Cwm Cynon** is a brand new £70 million purpose built Community Hospital providing integrated community and intermediate care services to the populations of Merthyr Tydfil and

Cynon. The intermediate care services in the hospital are run by the Locality Team and the Health Board Consultants and Associate Specialists. There are 100 in-patient beds intermediate care beds provided from 4 25 bedded wards. Patients admitted for rehabilitation are usually transferred from Prince Charles Hospital following initial assessment and management of their acute illness. A small percentage of patients are directly admitted from the community through agreement between the Consultant Physician in Care of the Elderly and Bed Management. There is a Specialist Palliative Care (SPC) ward for 8 beds and a 16 bedded ward for the continuing assessment of Older Persons Mental Health. In addition to these wards there are day rooms, day centers, various outpatient clinics, range of therapies services and diagnostics, minor injuries, out of hours primary care centre, maternity services and a range of community teams.

**Ysbyty Cwm Rhondda Hospital** comprises of 108 beds for Medical and Surgical Rehabilitation, Continuing Care and Respite Care. A Specialist Stroke Service has been established on this site. A Minor Injuries Unit provides local access to emergency treatment. A comprehensive Out-patient service is on site, supported by diagnostic and pharmacy services. This is the main focus for Community Hospital Services for the Rhondda Fawr and Rhondda Fach. The hospital concentrates upon Rehabilitation Care and also provides for a range of general and specialist In-patient and Out-patient Care. Patients admitted for rehabilitation are usually transferred from Royal Glamorgan Hospital following initial assessment and management of their acute illness. A small percentage of patients are directly admitted from the community through agreement between the Consultant Physician in Care of the Elderly and Bed Management. There is a full Out-patient Department of most medical and surgical specialties with an attached Daytime Minor Injuries Unit, X-Ray and Ultrasound facility and a small Pathology Department. The Primary Care Centre is also attached to the hospital providing GP Out of Hours Service and various other Primary Care Clinics. Day to day management is provided by Associate Specialist Physicians/ Specialty Doctors with Supervising Consultants.

**Ysbyty George Thomas** comprises of 75 beds which are currently provided for the care of the elderly patients with mental health problems.

**Keir Hardie Health Park (Merthyr) and Dewi Sant Hospital (Pontypridd)** are local health parks near population centers in the HB and house outpatient, day hospital, physiotherapy and other non-bed based services. Keir Hardie Health Park is a new purpose built unit, which also houses the undergraduate Hub for early clinical years education from Cardiff University.

### **3 Respiratory Medicine department**

The successful applicant will join the existing 3 Respiratory Consultants to expand the department to 4 consultants.

### 3.1 Clinical staff in Respiratory Medicine, Royal Glamorgan Hospital

- **Dr Sinan Eccles**, Consultant Respiratory Physician
- **Dr Anna Lewis**, Consultant Respiratory Physician
- **Dr Amit Benjamin**, Consultant Respiratory Physician
- **Dr Paul Neill**, Consultant Respiratory Physician – Retiring

The consultants are supported by two Respiratory specialty doctors (1.6 WTE), four Respiratory Clinical Nurse specialists (3.5 WTE) and two Lung Cancer specialist nurses (1.6 WTE). Junior medical staff typically includes two specialty trainees in Respiratory medicine, two Internal Medicine or GP (VTS) trainees, and two Foundation Doctors.

### 3.2 Work of the department

The Respiratory Medicine department at Royal Glamorgan Hospital delivers a broad range of services. Each of the consultants has a number of subspecialty interests. There is flexibility to accommodate any subspecialty interest any new colleague may have. Subspecialty work includes:

**Asthma**, including specialist asthma clinics, a virtual clinic supported by a Respiratory Nurse specialist, delivery of biologic therapies, and links to the Welsh Difficult Asthma Group.

**COPD**, including a dedicated community-based team and oxygen service.

**Interstitial lung disease**, including specialist clinics, a Respiratory Nurse specialist-led clinic delivering treatment initiation and monitoring, a local ILD MDT, and links to the Welsh national ILD MDT.

**Lung cancer**, including diagnostic and treatment MDT meetings, a Rapid Access Clinic, bronchoscopy, and excellent links to radiology for imaging and CT-guided biopsy.

**Non-invasive ventilation**, including a dedicated NIV area on the respiratory ward and an outpatient NIV service.

**Pleural disease**, including an excellent Medical Day Unit to support pleural procedures including indwelling pleural catheter insertion.

**Sleep**, including a monthly sleep MDT, consultant-led specialist sleep clinic, nurse- and physiologist-led CPAP initiation and monitoring, and links to a tertiary centre offering full polysomnography.

**Tuberculosis**, including support from a Respiratory nurse specialist for treatment initiation and monitoring, and links to a national TB peer review meeting.

The team also has active interests in lung cancer screening and smoking cessation.

## **4 Main duties and responsibilities of the post**

### **4.1 Clinical**

The post holder will provide inpatient and outpatient care to patients within the Health Board, with the support of colleagues and allied health professionals. The majority of clinical work will be undertaken at Royal Glamorgan Hospital.

This position will allow a restructuring of jobs plans within the Respiratory medicine department. Job plans will alternate between periods where the majority for the job plan will be focused on caring for inpatients with specialist respiratory needs and a minority of general medicine patients, and periods where the focus will be on outpatient care. The successful candidate will contribute to a broad range of respiratory services, and will be encouraged to develop a number of subspecialty interests.

The respiratory team cares for a specialist respiratory ward with approximately 25 inpatient beds. The team also cares for inpatients with specialist respiratory needs on other wards – this number varies during the year between around 5 and 20 patients. Two consultants are usually based on the wards at any one time. During 2020, the respiratory department has cared for a COVID-19 ward delivering CPAP and high-flow nasal oxygen therapy; the status of this ward will depend on developments relating to the COVID-19 pandemic.

On average, consultants will deliver around 3 outpatient clinics per week, though this will vary during time on and off the wards. A typical outpatient template would include 3 new patients and 6 follow-up patients.

### **4.2 On call**

The post holder will participate in the unselected medical take, which at present is on a 1 weekend in 19 rota. This on-call commitment includes post-take ward rounds on the Saturday and Sunday morning and evening. This commitment is job-planned as Direct Clinical Care at 0.2 sessions per week. There is currently no weekday on-call commitment; this is covered by a well-staffed Acute Medicine department.

### **4.3 Supervision, teaching, audit and CPD**

The post holder will be named in the contracts of junior staff as the person expected to act as educational supervisor for junior medical staff assigned to them, thus overseeing their training and being the initial source of advice for doctors regarding their careers.

The post holder will be responsible for carrying out teaching, examination and accreditation duties as required and for contributing and participating in postgraduate and continuing medical education activity, locally and nationally.

All Consultants teach and train at postgraduate education and occasionally at undergraduate level. There is a very active Postgraduate Training Department, which organises medical education. Strong links have been established with Cardiff University in the teaching of undergraduate students. The Health Board has excellent Postgraduate facilities at Royal Glamorgan Hospital, containing lecture theatre and library. Junior Medical staff have weekly departmental teaching meetings. The successful candidate will participate in regular Respiratory and General Medicine teaching sessions.

The post holder will be required to participate in the Health Board's risk management process and in Clinical Audit and other clinical governance activities within the Department, the Directorate and the Health Board. The post holder will be positively encouraged to participate in research and development in line with Health Board, Commissioner and NHS priorities.

The post holder will be expected to formulate a Personal Development Plan in conjunction with the Clinical Director to identify training and development needs. Annual appraisal is a requirement of the post. The post holder must be revalidated in accordance with the GMC requirement.

#### **4.4 Support facilities**

An office with appropriate IT and connection to the hospital network will be available to the post-holder. The Respiratory Medicine department is supported by three secretaries.

Travelling as necessary between hospitals/clinics will be required to undertake such duties.

Senior consultant colleagues within the department are happy to mentor and support newly-appointed consultants to help them develop their practice.

#### **4.5 Management**

The post holder will be expected to make a significant contribution to the Directorate business planning process through active participation in the clinical directorate structure.

The post will be:

Accountable to:	Integrated Locality Director – Dr Stuart Hackwell
Professionally accountable to:	Medical Director – Dr Nick Lyons
Managerially accountable to:	Clinical Services Director – Dr Raja Biswas

The post holder will be required to co-operate with local management in the efficient running of services and will be expected to share with consultant colleagues in the medical contribution to

management. In addition, it should be noted that a clinical directorate structure is in operation, which requires close co-operation and liaison with colleagues as appropriate.

There is a requirement to work within the financial and other constraints decided upon by the Health Board. Additional expenses of any kind must not be committed without the approval of the appropriate manager/budget holder.

Subject to the Terms and Conditions of Service, the post holder will be expected to observe policies and procedures of the Health Board, drawn up in consultation with the professions where they involve clinical matters.

The post holder will be expected to comply with local and national employment and personnel policies and procedures in the management of employees of the Health Board.

The post holder will be required to ensure that arrangements are in place for the organisation of medical staff and that they are allocated duties in accordance with the work of the department.

#### **4.6 Clinical Governance**

The Health Board is committed to delivering the best quality service it can to all of our patients and has established appropriate structures and working arrangements upon which to develop clinical governance throughout the organisation. Clinical governance provides a framework for NHS organisations like ours, and the individuals working within it, to continuously monitor and improve the quality of care it provides.

The Health Board firmly believes that each member of staff has a role to play by;

- ensuring a patient centred approach in all that they do;
- being personally accountable for what they do;
- following procedure and standards as appropriate to their role; being an effective team player;
- participating in continuing professional development/training opportunities
- participating in Health Board clinical governance quality improvement
- activities including clinical incident reporting, clinical audit, risk management and changes in practice as appropriate;
- voicing their concerns if they are not happy with standards or practices within their workplace;
- encouraging and sharing good practice and being open to new ideas.

It is therefore the Health Board's policy to recruit staff who are capable of providing, supporting or managing high quality health care and to ensure that staff remain capable of doing so by establishing standards and by training and other support. Staff should be capable in all respects of fulfilling their contracts of employment. However, at no time should anyone work beyond their level of competence. All staff have a responsibility to inform those to whom they are responsible if they believe they are not competent to perform a duty.

## 5 Provisional job plan

The hours to be worked in this post will conform to the requirements of the Wales (Amended) Consultant Contract. In a full 10-session job plan, seven sessions will be for Direct Clinical Care (DCC), which will include time for Patient Related Administration. Three sessions will be for Supporting Professional Activities (SPA), which will include 1.5 session allocated for your own CPD, audit, job planning and revalidation and 1.5 sessions allocated to essential management or teaching tasks within the directorate. On call commitment is 1:19 weekends with no weekday commitment; this is included in the job-plan as 0.2 sessions/week.

Any post working less than 10 sessions will be organized with a pro rata split between DCC and SPA and anyone interested in a job plan less than 10 sessions or who has specific working day requests is advised to contact a member of the directorate team to discuss their requirements. The Job Plan will be the subject of annual (or more frequent if necessary) discussion between the successful incumbent and the Clinical Director for Medicine and A&E.

The final job plan will determined following discussion between the successful candidate, the respiratory and management teams, in order to maximize the use of the candidate's skills and experience. The timetable below is given as an example. It is anticipated that between half and two-thirds of the annualized time will be spent on wards, with the remainder spent off the wards. On average, outpatient clinics will usually consist of 3 new patients and 6 follow-ups, bronchoscopy lists of 1-4 patients, and ward rounds of 15-25 patients depending on the ward configuration at the time. The health board is hoping to develop EBUS and thoracoscopy services over the next 12-24 months; a candidate interested in these procedures would be encouraged to be involved in these services with their job plan weighted in favour of these aspects as appropriate.

### ON WARDS

	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<b>AM</b>	Ward round	Lung cancer treatment MDT  Board round	Pleural list  Board round	Ward round	Bronchoscopy  Board round
<b>PM</b>	Outpatient clinic	Diagnostic MDT  Patient-related admin	SPA	SPA	PRA  Referrals

## OFF WARDS

	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<b>AM</b>	Triage outpatient referrals	Lung cancer treatment MDT  PRA	Pleural list  SPA	Outpatient clinic	Bronchoscopy  PRA
<b>PM</b>	Outpatient clinic	Diagnostic MDT  PRA	Rapid Access clinic	SPA	SPA

## **6 Terms and conditions of the post**

The terms and conditions of service including pay which apply to the post are determined by the Health Board who at present take into account the national agreements reached by the General and Hospital Medical and Dental Staff (England and Wales) Whitley Councils and any changes to those conditions which the Secretary of State for Wales may authorise from time to time. Copies of the General and Hospital Medical and Dental Staff (England and Wales) Whitley Council agreements are available for you to inspect in the Personnel Directorate.

This post will be included in the Job Plan Review exercise currently being undertaken by the Health Board in line with the agreed implementation procedure for the amended Consultant Contract in Wales. The salary applicable is on the consultant pay scale and will be specified in the contract.

Reimbursement of removal and associated expenses will be subject to the criteria laid down in the General Whitley Council Conditions of Service, together with the Health Board policy.

The Consultant will be required to maintain his/her private residence in contact with the public telephone service. Assistance can be given with the cost of installation and rental charges.

## **7 General Information**

If you are related to any member of staff in a senior officer position in the Health Board you should clearly indicate in your application the name of the officer to whom you are related and indicate the nature of the relationship. Deliberately concealing such a relationship would result in disqualification.

Whilst you must note that canvassing of any member of the Advisory Appointments Committee or the employing Health Board will disqualify you, we encourage applicants to seek further information about the post and you may wish to approach University partners about academic opportunities.

Any offer of appointment will be subject to the receipt of three satisfactory references.

The nature of the work of this post is exempt from the provisions of Section 4 [2] Rehabilitation of Offenders Act 1974 [Exemption Order 1975]. You are not entitled to withhold information about convictions under the Act and, in the event of employment; any failure to disclose such convictions could result in dismissal or disciplinary action by the Health Board. Any information will be completely confidential and will be considered only in relation to an application for positions to which the Order applies.

Travelling expenses will be reimbursed for only one pre interview visit and only then if you are selected for interview. In the case of travelling from abroad, traveling expenses are payable only from the point of entry into the UK. In the event of the successful candidate declining the offer of employment, no expenses will be reimbursed.

You will be required to declare at all times any financial interests you may have in respect of agencies with whom the Health Board may enter into contract for the supply of goods and/or services. These will include the receipt of hospitality, funding for travel, conferences, or goods in kind. Such interests should be communicated, in writing to Board Secretary and declared on any application for study or professional leave.

The terms and conditions of service, including pay, are determined by the Medical and Dental Staff (Wales) Handbook and the General Whitley Council Conditions of Service and any changes to those conditions, which the Minister for Health & Social Services may authorise from time to time. The salary applicable is on the pay scale for Consultants in Wales and will be specified in your contract of employment.

If additional hours are worked, consideration will be given to time off in lieu in place of additional duty payments if requested. Where it is agreed that the post will be filled on a part time basis, the job plan will be agreed accordingly.

If you wish to undertake private practice work you may do so, provided that you continue to meet all the obligations of your job description and personal job plan in regard to the discharge of your NHS work. There must be no conflict of interest between your NHS and private work, which should be carried out in un-contracted time that is clearly identified in your job plan.

Your private residence shall be maintained in contact with the public telephone service, and given the particular nature of your work, you are required to live in a location which is within reasonable travelling time from your place of work as agreed with your Clinical Lead, unless specific approval is given in advance to your residing at a greater distance, by the Unit Medical Director.

The Health Board will take all practicable steps to ensure that staff are recruited, managed, developed, promoted and rewarded on merit and that equal opportunities are given to all staff with no discrimination of any kind. All staff are responsible for their own professional and personal behaviour. There is a requirement of all staff to conduct themselves in a manner, which does not cause offence to another person. The Health Board is committed to providing a safe, healthy and fair working environment and will take all practicable steps to avoid and eliminate harassment of any kind of its employees at work.

## 8 Details for visiting

Candidates who may wish to visit the Department are invited to contact:

**Dr Sinan Eccles**, Consultant Respiratory Physician, (01443) 443567

**Mrs Amanda Powell**, Clinical Services Manager (01443) 443443 ext 74128

## 9 Person specification

FACTORS REQUIRED	ESSENTIAL	DESIRABLE
<b>Education and Qualifications</b>	Full GMC registration and license to practice  Entry on the GMC Specialist Register via one of the following: <ul style="list-style-type: none"> <li>• CCT in Respiratory and General Internal Medicine (or within 6 months of CCT)</li> <li>• Certificate of Eligibility for Specialist Registration (CESR)</li> <li>• European Community Rights</li> </ul> MRCP or equivalent	Higher degree and/or Fellowship experience
<b>Experience and Knowledge</b>	Ability to provide expert clinical opinion across a wide range of problems within Respiratory and General Internal Medicine  Experience of working in and leading a multidisciplinary team	Proficiency in endobronchial ultrasound and/or medical thoracoscopy  Proficiency in pleural ultrasound and procedures  Proficiency in flexible bronchoscopy
<b>Academic achievements</b>	Ability to use research outcomes in clinical practice  Experience of conducting clinical audit	Involvement in research projects or guideline development  Published papers  Presentations at conferences

<p><b>Key skills</b></p>	<p>Ability communicate clearly with colleagues</p> <p>Experience in teaching junior medical staff and medical students</p> <p>Able to organise and prioritise work effectively</p> <p>Motivated to plan and develop services</p> <p>Commitment to continuing professional development</p>	<p>Formal training in teaching skills</p>
<p><b>Other</b></p>	<p>Awareness and respect for colleagues, patients and relatives' dignity, privacy, integrity, cultural and religious beliefs</p> <p>Energy, enthusiasm, and an ability to work under pressure</p> <p>Ability to travel to meet the requirements of the post</p> <p>Physically fit for post as assessed by Occupational Health</p> <p>Satisfactory criminal records check</p> <p>Eligibility to work in the UK</p>	<p>Ability to speak Welsh</p>