

Consultant: Job Description

Post Title:	Consultant Ophthalmologist – Medical Retina
Directorate/Department:	Eye Unit
	Division A
Grade	Consultant
PAs Per Week:	10 PA
Accountable to:	Ophthalmology Care Group Lead
Main Purpose:	To provide medical retina clinics (including AMD, diabetes, retinal vein occlusions and uveitis), intravitreal injections and cataract surgery. The holder may lead clinics at other UHS sites ensuring smooth operation and team working with the nursing, allied, and administration staff supporting these sites.
Key Working Relationships:	To work with the other medical retina consultants, staff grade doctors, nursing staff and junior doctors to deliver the clinical work load and training and education as appropriate.
General Duties:	<p>In accordance with Schedule 3 of the terms and conditions of service for hospital medical and dental staff, the job plan includes a schedule of Programmed Activities setting out how, when and where the post holders duties and responsibilities will be delivered.</p> <p>A standard full time job plan will contain 10 Programmed Activities subject to the provisions for recognising emergency work arising from on-call rotas and the provision in Paragraph 7.6 to agree up to two extra Programmed Activities. Subject to the provisions for recognising work in Premium Time, a Programmed Activity has a timetable value of 4 hours. Each Programmed Activity may include a combination of duties.</p> <p>This is a 10 Programmed Activity post based at Southampton Eye Unit, Southampton General Hospital.</p> <p>The timing and site of the sessions may be subject to alteration.</p> <p>The full time post will total 10 programmed activities per week. Consultants may be offered additional programmed activities if they wish to undertake private practice.</p> <p>Clinical Duties</p> <p>On-call for Emergencies: The post-holder will participate in the out-of-hours consultant rota.</p> <p>The post-holder and other consultant colleagues will be expected to cover each other's absences on annual or study leave, so far as is practicable. The post-holder will be required to participate in medical audit and continuing medical education, as well as continuing professional development.</p>

On-call for Emergencies:
Rota arrangements 1 in 12, banding B
Sites covered: Southampton Eye Unit (SEU), Southampton General Hospital

Continuing Professional Development

The post holder will be required to participate in medical audit and continuing medical education, as well as continuing professional development.
Postgraduate Teaching is held every Friday afternoon at Southampton Eye Unit, which Consultants attend.

Training and Research Duties

Undergraduate medical students from Southampton University Medical School are taught throughout the Trust and the post holder is required to participate in undergraduate clinical teaching.

The post holder is also required to participate in research and the teaching of postgraduates and nurses.

Management Duties

Southampton General Hospital has recently introduced a Divisional management structure. These divisions each contain several Care Groups. All staff in each Care Group are managerially accountable to the Care Group Clinical Lead, who has overall responsibility for the services within the Care Group. All consultants come within the Care Group system, and are expected to participate in the medical contribution to management.

The Ophthalmology Care Group is currently within Trust Division A.
The post holder will be expected to help with the development of the medical retina service and lead on various aspects of developing the service. This will include some supervision of retinal fellows and other medical retinal leadership roles as discussed with the medical retinal lead for the service. This is currently Prof Andrew Lotery

Administrative Duties

The post-holder will be required to:

- i. undertake the administrative duties associated with the care of patients and the running of clinical departments.
- ii. travel as necessary between units.

The post holder will have use of a shared office and appropriate secretarial support.

Other Duties

From time to time it may be necessary for the post-holder to carry out such other duties as may be assigned, with agreement, by the Trust. It is expected that the post-holder will not unreasonably withhold agreement to any proposed changes.

General Provisions

Southampton University Hospitals NHS Trust expects all medical and dental staff to work within the guidelines of the "General Medical Council Guide - Good Medical Practice" and the Code of Conduct for Private Practice.

Subject to the provisions of the Terms and Conditions of Service, the post-holder will be expected to observe the Trust's agreed policies and procedures, drawn up in consultation with the profession on clinical matters, and to follow the standing orders and financial instructions of the Trust.

In particular, where the post-holder manages employees of the Trust, he/she will be expected to follow the local and national employment and personnel policies and procedures. The post-holder will be expected to make sure that there are adequate arrangements for hospital staff involved in the care of his/her patients to be able to contact him/her when necessary.

All medical and dental staff employed by the Trust are expected to comply with its Health and Safety Policy and procedures.

The post-holder will be responsible for the training and supervision of junior medical staff that work with him/her and will devote time to this activity on a regular basis. If appropriate, the post-holder will be named in the contracts of doctors in training grades as the person responsible for overseeing their training and as the initial source of advice to such doctors on their careers.

Work Programme

It is recognised that the work programme for any new consultant taking up post will take time to settle into a regular pattern. Therefore the work programme will be reviewed in discussion with your Clinical Service Director after 3 months.

Review

This job description will be reviewed each year by the post-holder and the Chief Executive (or nominee.) The post holder will be expected to participate in annual appraisal scheme as part of his/her annual job plan review.

Local mediation procedures will be followed in the event of any disagreement over proposed changes, culminating in an appeal to a sub-committee of the Trust Board.

Residence

The post-holder should have a current driving licence and his/her private residence must be maintained in contact with the public telephone service.

Visiting

Candidates are encouraged to visit and should contact Professor Andrew Lotery, on 023 8120 5049 to make necessary arrangements.

Applicants will be reimbursed for the following interview expenses.

- i. attendance for interview
- ii. Pre-interview visits for short-listed candidates only
(Maximum of two visits).

	<p>Note</p> <p>Because of the nature of the work for which you are applying, this post is exempt from the provisions of Section 4(2) of the Rehabilitation of Offenders Act 1974 by virtue of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975. Applicants are, therefore, not entitled to withhold information about convictions and, in the event of employment, any failure to disclose such convictions could result in dismissal or disciplinary action by the Trust. The Trust will routinely conduct checks on criminal records for all those appointed to posts that have contact with children or vulnerable adults. Any information given will be completely confidential and will be considered only in relation to an application for positions to which the order is applied.</p> <p>A similar memorandum will also accompany requests for references.</p>																																																						
Departmental Staffing Structure	<p>Care Group Clinical Lead</p> <ul style="list-style-type: none"> Mr Aby Jacob and Mr Aris Konstantopoulos (joint) <p>Medical retinal lead</p> <ul style="list-style-type: none"> Prof Andrew Lotery <p>Care Group Manager</p> <ul style="list-style-type: none"> Clare Hawkins <table> <tr> <td>Miss Gabriella De Salvo</td><td>Medical retina</td></tr> <tr> <td>Mr Dario Inzerillo</td><td>Medical retina</td></tr> <tr> <td>Miss Radhika Krishnan</td><td>Medical retina</td></tr> <tr> <td>Prof Andrew Lotery</td><td>Medical retina and genetics</td></tr> <tr> <td>Mrs Christina Rennie</td><td>Medical retina</td></tr> <tr> <td>Mr Deb Sahu</td><td>Medical retina</td></tr> <tr> <td>Mr Farid Afshar</td><td>Medical Retina and uveitis</td></tr> <tr> <td>Miss Najiha Rahman</td><td>Medical retina</td></tr> <tr> <td>Mr Farhan Zaidi</td><td>Eye casualty</td></tr> <tr> <td>Miss Nishani Amerasinghe</td><td>Glaucoma</td></tr> <tr> <td>Mr Aby Jacob</td><td>Glaucoma</td></tr> <tr> <td>Mr Richard Imonikhe</td><td>Glaucoma</td></tr> <tr> <td>Mr Francesco Stringa</td><td>Glaucoma</td></tr> <tr> <td>Miss Kristina May</td><td>Paediatric ophthalmology</td></tr> <tr> <td>Mr Jay Self</td><td>Paediatric ophthalmology (Associate Professor)</td></tr> <tr> <td>Miss Stephanie West</td><td>Paediatric ophthalmology</td></tr> <tr> <td>Mr David Anderson</td><td>Cornea & External Eye Disease</td></tr> <tr> <td>Mr Parwez Hossain</td><td>Cornea & External Eye Disease (Associate Professor)</td></tr> <tr> <td>Mr Aris Konstantopoulos</td><td>Cornea & External Eye disease</td></tr> <tr> <td>Mr Stephen Lash</td><td>Vitreoretinal surgery</td></tr> <tr> <td>Mr Serafeim Antonakis</td><td>Vitreoretinal surgery</td></tr> <tr> <td>Mr Bhaskar Gupta</td><td>Vitreoretinal surgery</td></tr> <tr> <td>Mr Daniele Lorenzano</td><td>Oculoplastics and Orbits</td></tr> <tr> <td>Miss Doreen Khan-Lim</td><td>Oculoplastics</td></tr> <tr> <td>Miss Varajini Joganathan</td><td>Oculoplastics and Orbits</td></tr> <tr> <td>Mr Nigel Hall</td><td>Uveitis</td></tr> <tr> <td>Miss Helena Lee</td><td>Neuro Ophthalmology (Associate Professor)</td></tr> </table> <p>The consultant body is supported by:</p> <ul style="list-style-type: none"> 2 Associate specialists 5 SAS doctors 8 Specialist Registrars (ST 3-7) 2 SHOs (ST 1-2) 4 CESR posts 13 Fellows/Trust doctors 	Miss Gabriella De Salvo	Medical retina	Mr Dario Inzerillo	Medical retina	Miss Radhika Krishnan	Medical retina	Prof Andrew Lotery	Medical retina and genetics	Mrs Christina Rennie	Medical retina	Mr Deb Sahu	Medical retina	Mr Farid Afshar	Medical Retina and uveitis	Miss Najiha Rahman	Medical retina	Mr Farhan Zaidi	Eye casualty	Miss Nishani Amerasinghe	Glaucoma	Mr Aby Jacob	Glaucoma	Mr Richard Imonikhe	Glaucoma	Mr Francesco Stringa	Glaucoma	Miss Kristina May	Paediatric ophthalmology	Mr Jay Self	Paediatric ophthalmology (Associate Professor)	Miss Stephanie West	Paediatric ophthalmology	Mr David Anderson	Cornea & External Eye Disease	Mr Parwez Hossain	Cornea & External Eye Disease (Associate Professor)	Mr Aris Konstantopoulos	Cornea & External Eye disease	Mr Stephen Lash	Vitreoretinal surgery	Mr Serafeim Antonakis	Vitreoretinal surgery	Mr Bhaskar Gupta	Vitreoretinal surgery	Mr Daniele Lorenzano	Oculoplastics and Orbits	Miss Doreen Khan-Lim	Oculoplastics	Miss Varajini Joganathan	Oculoplastics and Orbits	Mr Nigel Hall	Uveitis	Miss Helena Lee	Neuro Ophthalmology (Associate Professor)
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	<p>and the Care Group Clinical Lead (or nominee). Local mediation and appeal procedures will be followed in the event of any disagreement over proposed changes to the job plan.</p> <p>In accordance with Schedule 3 of the Terms and Conditions of Service for Hospital Medical and Dental Staff, the Job Plan includes a schedule of Programmed Activities setting out how, when and where the post holders duties and responsibilities will be delivered.</p> <p>A standard full-time Job Plan will contain 10 Programmed Activities subject to the provisions for recognising emergency work arising from on-call rotas and the provisions in Paragraph 7.6 to agree up to two extra Programmed Activities. Subject to the provisions for recognising work done in Premium Time, a Programmed Activity has a timetable value of four hours. Each Programmed Activity may include a combination of duties.</p> <p>It is recognised that the work programme for any new consultant taking up post will take time to settle into a regular pattern. Therefore the job plan will be reviewed in discussion with your Care Group Clinical Lead after 3 months. This will be completed as part of the Job Plan review for all existing consultants related to this post to allow integration of job plans across the Care Group.</p>
Other Duties	<p>From time to time if may be necessary for the post holder to carry out such other duties as may be assigned, with agreement, by the Trust. It is expected that the post holder will not unreasonably withhold agreement to any proposed changes.</p>

Proposed Weekly Timetable – MR consultant post (10 PAs)

Post 1	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Morning	SPA	SGH Theatre	SGH clinic	SGH clinics	Virtual clinics	Theatre 1 in 12 / on call 1 in 12
Afternoon	Clinic SGH	admin	Laser	Injections 0.5/Admin	SPA	

Post 2	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Morning	Admin	SGH clinic	Laser	Virtual clinic	SGH clinic	Theatre 1 in 12 / on call 1 in 12
Afternoon	Injections SGH 0.5/Admin 0.5	SPA	SGH Theatres	SGH clinic	SPA	

NB:

1 in 12 all day theatre on Saturday. 1 in 12 Ophthalmology on call

Programme (examples shown)	Time (hrs)	Activity (PAs)
OPD sessions	22	5.5
Theatre Sessions	4	1
Patient Admin	6	1.5
SPA	8	2
TOTAL	40	10

Direct Clinical Care: 8 PAs

Supporting Professional Activities: 2 PAs

Clinics run 8:30-12:30, 1:30-5:30.

MR service meeting runs from 5.30 -6.30 pm

Admin / SPA (clinical administration or supporting professional activity)

NB.

1. The will be subject to change in the future.

IMPORTANT ADDITIONAL INFORMATION RELATING TO YOUR EMPLOYMENT

Duty of Care	<p>You are responsible for ensuring that the patient, family and carers are at the centre of everything you do.</p> <p>Be open, honest and willing to acknowledge when something has gone wrong. Make timely apologies and take action to report incidents, including near misses; to ensure that as an organisation we learn.</p> <p>You should continuously seek to reduce harm by speaking up to managers and leaders if you believe that a lack of skills, knowledge or resources place patients at a risk of harm or if your concerns are not being listened to. Managers and leaders must listen to others when they raise concerns and take action.</p> <p>Wholeheartedly commit to learning about safety, continually striving to improve excellent care. Develop your own ability to detect and correct defects.</p>
NHS Standards of Business Conduct and Professional registration	<p>All employees must abide by the guidance set out in the NHS Code of Conduct and Standard Business Conduct for NHS Staff (HSG 93/5), as amended or replaced from time to time. Managers must also comply with the NHS Code of Conduct for Managers.</p> <p>All Medical and Dental staff must work within the guidelines of the "General Medical Council Guide - Good Medical Practice".</p> <p>This post is subject to the Terms and Conditions of Service of Hospital Medical and Dental Staff.</p> <p>Postholders must hold appropriate registration with the General Medical Council.</p>
Living our values every day	<p>All staff are expected to strive to make the Trust values 'what we do' – to inspire, develop and support every one of us to live our values; every patient, every colleague, every day.</p> <p>Each post holder is expected to ensure they live the values of:</p> <ol style="list-style-type: none"> 1. Patients First 2. Fresh Thinking 3. Working Together <p>These values are about us all helping each other to deliver great patient experience more consistently – involving people who use our services, their families, carers, staff and partners in continuing to improve the experience people have using and delivering our services</p>
General Provisions	<p>Subject to the provision of the Terms and Conditions of Service, the post holder will be expected to observe the Trust's agreed policies and procedures, drawn up in consultation with the professional and clinical managers, and to follow the standing orders and financial instructions of the Trust.</p> <p>In particular, where the post holder manages employees of the Trust, he/she will be expected to follow the local and national employment and personnel policies and procedures. The post holder will be expected to</p>

	<p>make sure that there are adequate arrangements for hospital staff involved in the care of his/her patients, to be able to contact him/her when necessary.</p> <p>All medical and dental staff employed by the Trust is expected to comply with its Health and Safety policy and procedures.</p> <p>The post holder will be responsible for the training and supervision of Junior Medical staff that work with him/her and will devote time to this activity on a regular basis. The appropriate post holder will be named in the contract of Doctors in Training Grades as the person responsible for overseeing their training, and as the initial source of advice to such doctors on their careers.</p>
Residence	Residence within either 10 miles or thirty minutes by road from Southampton General Hospital is a requirement of this post unless specific approval for alternative arrangements is given by the Trust. The post-holder should be able travel to meet the needs of the post and his/her private residence must be maintained in contact with the public telephone service.
Secretarial Support and Office Accommodation	Both secretarial support and office accommodation will be available and you will be provided with an individual personal computer with internet access via the internal server.
Information Systems	<p>Access to hospital information systems including Pathology and Radiology results, will only be granted after attendance on a training course.</p> <p>Attendance on the Ward Results Training course is mandatory before access to the system can be granted. Staff who login to hospital information systems where there is no authority to do so will face disciplinary action.</p>
Health and Safety:	Staff are reminded of their responsibility to take care of their own personal safety and others whilst at work. In addition, no person shall interfere with, or misuse anything provided in the interests of health, safety and welfare
Infection Prevention and Decontamination of Equipment:	All staff are reminded of their responsibility to adhere to Trust and Departmental Infection Prevention Policies, including policies for the cleaning and decontamination of equipment, in order to protect their own health and that of other employees, visitors and patients.
Child Protection/Safeguarding	All staff providing services to patients and children are reminded of their responsibility to adhere to Trust and Departmental Child Protection and Safeguarding policies including employment checks.
Confidentiality	<p>All employees of Southampton University Trust are reminded of the need to treat all information, particularly clinical and management information, as confidential.</p> <p>Any employee who wilfully disregards Trust and Departmental policies may be liable to serious disciplinary action including dismissal.</p> <p>This job description will be reviewed yearly as part of the annual appraisal, to ensure that it reflects the responsibilities of the post. No changes will be made without full consultation with the postholder.</p>
Last Updated	11 April 2022