

## **SPECIALTY DOCTOR'S IN ONCOLOGY**

### **JOB DESCRIPTION**

**MARCH 2022**

## **THE POST**

These are full time appointments (10 PA's) to The Shrewsbury and Telford Hospital NHS Trust to work in the Department of Oncology based at the Royal Shrewsbury Hospital.

## **THE DEPARTMENT**

The Department of Oncology is based at the Royal Shrewsbury Hospital in the new £4.8m state of the art Lingen Davies Cancer & Haematology Centre. Clinical Oncology occupies the ground floor with Out-Patient, Chemotherapy Day Centre and Radiotherapy facilities being co-located. Also, in the Lingen Davies building is the Haematology Day Unit, Clinical Nurse Specialists, and Palliative Care & Macmillan Information Centre.

### **Outpatient Facilities**

Outpatient clinics are held at both the Royal Shrewsbury Hospital and the Princess Royal Hospital.

### **Inpatients**

Ward 23 at the Royal Shrewsbury Hospital is the designated Oncology Ward and has 22 beds. The ward cares for patients undergoing radiotherapy who require admission, patients receiving extended chemotherapy and other patients needing continuing care. Qualified staff undergoes formal Oncology Nurse training, together with training in cannulation and the administration of chemotherapy. The service has a dedicated 0.6 wte Oncology/Haematology Clinical Nurse Practice Educator who ensure staff across the Centre are trained to the required competencies. The ward also provides 24/7 access for patients and has introduced a telephone triage tool to support the phone assessment of patients.

A dedicated flat will be available for use, free of charge, to relatives of patients in the terminal stages of their illness.

### **Chemotherapy Day Case Unit**

A majority of the work is undertaken at The Royal Shrewsbury Hospital in a modern purpose built unit which consists of 24 stations and 2 treatment areas designed around the needs of patients. The service is lead by a team of experienced staff who have developed treatment delivery options such as Nurse inserted PICC Lines. The vision is to develop a community chemotherapy service is part of the service objectives.

### **Radiotherapy**

The Radiotherapy Department is accredited to ISO 9001/2008, supported by a dedicated QA Radiographer.

The Department has developed strong academic links with Birmingham City University and is a recognised clinical placement for Student Therapy Radiographers.

IMRT is routine clinical use for a number of treatment sites, and this will be extended over forthcoming months to further sites. The Radiotherapy Department offers a newly commissioned Truebeam linear accelerator installed this year in addition to a 2100IX linear accelerator that is being upgraded to include KV imaging and CBCT to enable improved image guided radiotherapy.

### **Equipment**

- 3 Varian Linear Accelerators with matched photon (6MV & 10MV) and electron (6,9,12,16,20 MeV) beams, together with amorphous silicon portal imaging.
- 2 of which are Varian Truebeam capable of KV imaging and Cone Beam CT
- Toshiba Wide Bore CT Scanner
- Gulmay D3300 KV unit for both superficial and Orthovoltage therapy.

Radiotherapy Physics



Radiotherapy Physics is delivered in-house led by a Consultant Clinical Scientist. And supported by a team of 5.6 wte Clinical Scientists and 7 wte Clinical Technologists.

#### Medical Staffing

5 Consultant Clinical Oncologists  
 2 Locum Consultant clinical Oncologists  
 2 Locum Consultant Medical Oncologist  
 2 Trust Grade Doctor (ST3-8)  
 3 Oncology Specialist Registrars (West Midlands Deanery rotation)  
 1 Oncology/Haematology FY2 (part of the medical rotation)  
 2 Trust grade doctors (ST1-2)  
 5.4 Clinical Nurse Specialists

#### Consultant Oncologists

Dr R Allerton, Clinical Lead, special interest in Breast & Gynaecological cancers  
 Dr L Pettit, special interest in Breast, Skin & Head & Neck Cancer  
 Dr N Srihari, special interest in Head & Neck and Urological cancer  
 Dr A Chatterjee, special interest in Lung, Upper GI, and Haematological Malignancies  
 Dr K Dhinakaran, special interest in Lung, Upper GI, and Haematological Malignancies  
 Dr A Gadir (locum), special interest in Breast & Colorectal  
 Dr S Aslam (Locum) special interest in Lower GI and Gynaecological cancers  
 Dr Margiotta (Locum) special interest in Colorectal and Gynaecological cancers  
 Dr G Georgiev (Locum), special interest in Urology & Breast cancer

#### Admin & Clerical

8.5 WTE – Medical Secretaries  
 8.53 WTE – Reception Staff

#### Management Personnel

Clinical Director (Oncology, Haematology)	Dr Dewi Eden
Clinical Lead for Oncology	Dr Rozenn Allerton
Centre Manager (Surgery, Oncology, Haematology)	Sally Hodson
Operations Manager (Oncology & Haematology)	Sally Hodson

#### Responsibilities of the Post

The supervision of the Speciality Doctor is overseen by the Clinical Lead for Oncology. The work is similar to Specialist Registrars acting as an intermediary between the Consultant and the junior staff. You will be provided with training and expected to cover the chemotherapy day unit queries involving seeing and assessing unwell patients, providing support to the junior doctors on the oncology ward, working with clinical nurse specialists to assess oncology outliers at RSH. It is expected that with time you will become involved with clinics involving chemotherapy patients supervised by a Consultant Oncologist. You will be expected to cross-cover your colleagues as per operational needs of the service. It is a requirement of employment to be prepared to work at any additional or different location owned or served by the Trust, either on an on-going or temporary basis according to the demands of the service.

**PROPOSED TIMETABLE** – subject to discussions between applicant and clinical director

	Mon	Tues	Wed	Thurs	Fri
AM	CDC / AO	CDC/AO	CDC / AO	CDC / AO	CDC/AO

PM	Out-patient clinic	Out-patient clinic	AO / Ward support	AO / Ward support	Admin/ Governance/ Education
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CDC = Chemotherapy Day Centre

AO = Acute Oncology

Direct Clinical Care

10.0 PAs per week

### **TEACHING**

Study leave may be granted (at the discretion of the Clinical Lead and Operational Manager, Surgical Centre) for approved courses. Apart from training received in the course of the post, attendance at surgical meetings within the hospital is expected.

There is an active Post Graduate Medical Centre with library facilities, seminar rooms and lecture theatre within a combined Education Centre. The library holds over 10,000 books and 70 current journal titles. It has a CD-ROM (MEDLINE, CINAHL and Cochran), facilities for literature searches, National Research Register. There is an Internet Computer Room for use by all hospital staff.

### **TRANSFORMING CARE INSTITUTE**

The Trust is proud to have been working collaboratively with the Virginia Mason Hospital in Seattle, widely regarded as one of the safest Hospitals in the World. This partnership is in its infancy but after the first 12 months we have progressed with a number of 'Value Streams.' Doctors, Nurses, Allied Health Professionals and Colleagues from Virginia Mason are working together to transform Healthcare at The Shrewsbury and Telford Hospital NHS Trust and share our learning across the Country. We are one of five Trusts across the UK working with Virginia Mason and NHS Innovation. Our current Value Streams are Respiratory Discharge, Sepsis, Workforce and Recruitment and Outpatients. Sponsor teams have ownership of the programme and run Rapid Process Improvement weeks that allow our workforce to try new processes and procedures that may improve the care we offer to our patients. Any proposals made are tested, measured and fully supported to ensure that they become embedded into our normal daily work and remain sustainable in the long term. This process aligns to our Organisational Strategy putting our 'Patients First' and reflects the Values of our Trust.

Our Kaizen Promotion Office (KPO) provides the support for this work. Every Value Stream has full Executive support and the entire Executive team have an important role to play on the Guiding team and our overall Transformation programme. We are very proud of our achievements to date and are looking for ways to engage with all of our staff through our Transformation work and our Leadership Academy launching in November 2016. There will be many opportunities for you to become involved in our KPO and value Stream work and we will be able to provide you with help and guidance independent of your level of expertise. We have a unique opportunity to make a difference and we hope that you will want to be a part of our journey.

### **RESEARCH**

It is usual for the Trust to be participating in many research projects at any time. Every effort would be made to accommodate a particular research interest of the successful applicant, particularly if trainee members of the department could be incorporated in the methodological and practical stages.

### **AUDIT**

Great importance is placed upon audit, and you will be expected to contribute to this as part of your role; the Trust has a fully staffed Audit Department on both sites with well-organised teams.

## **APPRAISAL, REVALIDATION AND MENTORSHIP**

The Trust has the required arrangements in place, as laid down by the Royal College of Radiologists, to ensure that all Doctors have an annual appraisal with a trained appraiser and supports all Doctors going through the revalidation process.

The Trust supports the Royal College of Radiologists guidance on provision of mentors for new Specialty Doctors, in line with GMC recommendations. This will be provided within the Trust.

A formal review of the job plan will be performed at least annually. Appropriate educational and training needs will be supported by the Trust in, as agreed with the LNC (for example, the approval and funding of study leave).

An annual job plan review at individual and departmental level is being introduced. You will be expected to participate in this exercise.

We will require you to register SaTH as your designated body via the GMC to ensure that you are set up on the Equiniti revalidation system; we will complete this as soon as possible upon your commencement with the Trust.

The Trust also supports the requirements for continuing professional development as laid down by the Royal College of Radiologists and is committed to providing time and financial support for these activities.

## **TERMS AND CONDITIONS OF SERVICE**

The appointment is full-time / part-time and the successful candidate will be appointed on the Terms & Conditions of Service for Specialty Doctors – England (2008).

The salary scale is based on the Specialty Doctor scale (MC46):

Salary Scale: £45,124 - £77,519 per annum for 10 Programmed Activities (as of February 2021)

The post holder will:

- Be expected to work with local managers and professional colleagues in the employing Trust in the efficient running of the service.
- Subject to the provisions of the Terms and Conditions of Service, be required to observe the Trust's agreed policies and procedures, drawn up in consultation with the profession on clinical matters and to follow the local and national employment and personnel policies and procedures.
- Not be permitted to commence employment until a full medical examination has been completed with a satisfactory result or the Occupational Health Physician has satisfied himself that a full examination is not necessary. The completion of a satisfactory health questionnaire is a condition of employment.
- Not be permitted to commence employment until full clearance has been received from the disclosure barring service.
- Participate in the Continuous Professional Development and the Trust's appraisal scheme.
- be in possession of a recognised medical qualification and full registration with the General Medical Council is a condition of appointment and continue to hold a licence to practice.
- Is advised to be a member of a recognised medical defence society or suitably insured. Trust insurance does not cover work undertaken outside the Trust other than caring for patients and work of the Trust.
- have read and be conversant with the Health & Safety at work recommendations.

The Trust operates a no smoking policy.

The Trust values its diverse workforce and is committed to taking all necessary steps to ensure that individuals are treated equally and fairly and to taking positive action to promote equal opportunities.

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### **ACCOMMODATION**

The Trust offers single residential accommodation for medical staff depending on availability. The Trust only provides single accommodation so private rental would need to be arranged for family accommodation.

### **OTHER FACILITIES**

There is an active Doctors Mess run by the Junior Doctors Mess Committee which organise social events, parties, outings etc. There are on-site fitness centres (a membership fee is payable) available to all members of staff.

### **STAFF BENEFITS**

There are a number of staff benefits schemes which attract tax reductions if joined. This includes a discount on the staff car parking charge, staff gym membership, on-site crèche/childcare provision and access to NHS Discounts schemes.

### **VISITING**

Appointments to visit the Trust should be arranged with Dr Laura Pettit, Consultant Oncologist, Clinical Director for Oncology & Haematology Tel: 01743 261000 ext 2579.

### **TRUST STATEMENTS**

#### **Health & Safety**

- As an employee of the Trust, you have a responsibility to:
- take reasonable care of your own Health and Safety and that of any other person who may be affected by your acts or omissions at work; and
- co-operate with the Trust in ensuring that statutory regulations, codes of practice, local policies and departmental health and safety rules are adhered to; and
- not intentionally or recklessly interfere with or misuse anything provided in the interests of health and safety.

#### **Infection Prevention and Control**

The prevention and management of acquired infection is a key priority for the Trust. Any breach of infection control policies is a serious matter which may result in disciplinary action. As an employee of the Trust, you have a responsibility to:

- ensure that your work methods are compliant with the Trust's agreed policies and procedures and do not endanger other people or yourself; and
- be aware of infection prevention and control policies, practices and guidelines appropriate for your duties and you must follow these at all times to maintain a safe environment for patients, visitors and staff; and
- maintain an up to date knowledge of infection prevention and control, policies, practices and procedures through attendance at annual mandatory updates and ongoing continuing professional development; and
- challenge poor infection prevention and control practices of others and to report any breaches, using appropriate Trust mechanisms (e.g., incident reporting policy).

#### **Information Governance**



The Trust is committed to compliance with Information Governance standards to ensure that all information is handled legally, securely, efficiently and effectively. You are required to comply with the Trust's Information Governance policies and standards. Failure to do so may result in action being taken in accordance with the Trust's Disciplinary Procedure.

- **Confidentiality and Security** - Your attention is drawn to the confidential nature of information collected within the NHS. Whilst you are employed by the Trust you will come into contact with confidential information and data relating to the work of the Trust, its patients or employees. You are bound by your conditions of service to respect the confidentiality of any information you may come into contact with which identifies patients, employees or other Trust personnel, or business information of the Trust. You also have a duty to ensure that all confidential information is held securely at all times, both on and off site.
- **Disclosure of Information** - The unauthorised use or disclosure of information relating to the Trust's activities or affairs, the treatment of patients or the personal details of an employee, will normally be considered a serious disciplinary offence which could result in dismissal. Upon leaving the Trust's employment and at any time thereafter you must not take advantage of or disclose confidential information that you learnt in the course of your employment. Unauthorised disclosure of any of this information may be deemed as a criminal offence. If you are found to have permitted the unauthorised disclosure of any such information, you and the Trust may face legal action.
- **Information Quality and Records Management** - You must ensure that all information handled by you is accurate and kept up-to-date and you must comply with the Trust's recording, monitoring, validation and improvement schemes and processes.

#### **Professional Standards and Performance Review**

As an employee of the Trust, you have a responsibility to:

- participate in statutory and mandatory training as appropriate for the post; and
- maintain consistently high personal and professional standards and act in accordance with the relevant professional code of conduct; and
- take responsibility for the maintenance and improvement of personal and professional competence and to encourage that of colleagues and subordinates; and
- Participate in the Trust's appraisal processes including identifying performance standards for the post, personal objective setting and the creation of a personal development plan in line with the KSF outline for the post.

#### **Safeguarding Children and Vulnerable Adults**

- We all have a personal and a professional responsibility within the Trust to identify and report abuse. This may be known, suspected, witnessed or have raised concerns. Early recognition is vital to ensuring the patient is safeguarded; other people (children and vulnerable adults) may be at risk. The Trust's procedures must be implemented, working in partnership with the relevant authorities. The Sharing of Information no matter how small is of prime importance in safeguarding children, young people and vulnerable adults.
- As an employee of the Trust, you have a responsibility to ensure that:
  - you are familiar with and adhere to the Trust's Safeguarding Children procedures and guidelines.
  - you attend safeguarding awareness training and undertake any additional training in relation to safeguarding relevant to your role.

#### **Social Responsibility**

The Trust is committed to behaving responsibly in the way we manage transport, procurement, our facilities, employment, skills and our engagement with the local community so that we can make a positive contribution to society. As an employee of the Trust, you have a responsibility to take measures to support our



contribution and to reduce the environmental impact of our activities relating to energy and water usage, transport and waste.