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Job description and person specification

Post and specialty:	Consultant Psychiatrist - Adult Inpatients This is an established post which is due to become vacant due to retirement
Base:	Park Unit, Hesketh Centre, 51-55 Albert Road , Southport, Merseyside, PR9 0LT.
Contract:	Number of programmed activities: 11 (10+1)
Accountable professionally to:	Associate Medical Director for Local Services Dr Andrew Sedgwick
Accountable operationally to:	Clinical Director Sefton & Kirkby: Dr Kuben Naidoo
Key working relationships and lines of responsibility:	Line Manager : Dr Hannah Ruth Lead Consultant Inpatients S&K Matron: Jo Sutton Locality Manager : Alex Henderson Deputy Chief Operating Officer Sefton & Kirkby: Andrew Williams Clinical Director Sefton & Kirkby: Dr Kuben Naidoo Chief Operating Officer for Local Services: Donna Robinson Responsible Officer : Dr Noir Thomas Deputy Medical Director : Dr Arun Chidambaram Executive Director of Operations : Mark Hindle Medical Director : Dr David Fearnley Chief Executive : Dr Joe Rafferty
Contact details:	Lead Consultant: Dr Hannah Ruth Clinical Director Dr Kuben Naidoo Via <u>Carol.Willcock-Evans@merseycare.nhs.uk</u> 0151 527 3445

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Introduction

Who we are

Mersey Care is an innovative, leading edge mental health trust that provides adult specialist mental health, addiction, learning disability and community health services in North West England and beyond.

Our vision is to become the leading organisation in the provision of these services. Quality, recovery and wellbeing are at the heart of everything that we do.

Mersey Care is a Global Digital Exemplar

In 2017 Mersey Care successfully attracted £5m of central NHS funding to accelerate our ambition to digitally transform our services. We are working on a number of projects looking at delivering exceptional care, efficiently, through the use of world-class digital technology and information. These projects include an innovative caseload dashboard for community mental health nurses and an electronic prescribing system.

The GDE programme is led by Dr David Fearnley – Mersey Care’s Medical Director - who is also the Chief Clinical Information Officer for the Trust.

Our vision, values and aims – “Striving for Perfect Care”

Perfect Care means:

- Setting our own stretching goals for improvements in care rather than aiming to meet minimum standards set by other organisations
- Getting the basics of care right every time.
- Making improvements to the care we provide because we know it’s the right thing to do for patients and because we care about the care that we provide.
- Helping people to try improvements, learn from their mistakes, and apply what works more rapidly.
- Helping our people to innovate in ways that create better quality and outcomes for the people we serve whilst reducing cost.
- Our goals for zero suicides for people in our care, no force first (zero physical or medication-led restraint), physical health and a just culture are all about providing perfect care for the people we serve.

Our values are those of:

- **Continuous improvement**

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- **Accountability**
- **Respect**
- **Enthusiasm**

Our Strategic Aims are -

- **Our services** – this is all about how we will improve the quality of our services, and strive to provide safe, timely, effective, equitable and person-centred care every time, for every service user, every day, this means getting the basics of care right consistently, repeatedly and predictably. For example when a service user receives information about their appointment, when medication is dispensed or when care plans are produced.
- **Our people** – This is all about supporting our staff to do the best job that they can and working alongside service users and carers to design our future services together. Our Personal Achievement Contribution Evaluation system and Strive, Thrive and Drive leadership programmes are all ways in which we support our staff.
- **Our resources** – This is all about making sure that we spend every pound we receive in the best way possible. We have to continue to provide high quality services within a tighter budget. Every member of staff can help us to this every day by looking after Mersey Care's resources like they would their own. We also develop our building and IT systems to help to provide the best care possible and help our staff do the best job they can.
- **Our future** - It is important that the trust looks to the future to grow and develop our services, building on research and innovation from our staff. We want to take opportunities to work with primary care, to join up physical and mental health care and to work closely with other mental health and learning disability trusts. Every member of staff can propose innovative ideas to improve Mersey Care's services, either by discussing ideas with their team or manager, or even directly with the Chief Executive.

Trust Details

The Trust comprises four Clinical Divisions supported by our Corporate Services Division based at our offices in Prescot, Merseyside. Over 5,000 staff serve a population of almost 11 million people.

Local Services Division provides specialist inpatient and community Mental Health, Learning Disabilities, Addiction management and acquired Brain Injury services for the people of Liverpool, Sefton and Kirkby, Merseyside.

Secure Services Division provides high secure mental health services for the North West of England, the West Midlands and Wales. One of only three trusts in the country that provides these services. The trust also provides medium and low secure services more locally for men and women with mental disorders.

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Specialist Learning Disability Division provides secure Learning Disability services across Lancashire, Greater Manchester, Cheshire and Merseyside. This is currently delivered from the former Calderstones NHS Trust site in Whalley Lancashire.

Sefton Community Services Division provides community health services to South Sefton CCG residents, in partnership with North West Boroughs Foundation Trust.

During 2016/17, Mersey Care:

- Provided care, treatment and support to 20,621 service users from May 2016 to March 2017 (20,387 in local services and 240 in secure services)
- Across over 36 sites both of its own and premises rented from others
- Had 760 inpatient beds as at 31 March 2017
- Had 351,306 outpatient attendances and contacts from May to March 2016/17.

(Statistics based on audited figures for 2016/17)

- 2018 is an exciting and challenging year for Mersey Care NHS FT. We are three years through a five year programme of organisational and service transformation in order to improve the quality of the care that we provide and safely reduce our costs, so that we can continue to invest in meeting considerably in new buildings and technology, and very importantly, support our frontline staff to continue to improve the service they provide.
- The Trust has also recently been successful in its tender for Liverpool Community Health services, a 4 year £80mil contract to provide and transform community health services to the people of Liverpool.

Service details

This post has come about as a result of retirement of the inpatient unit consultant.

The Trust is currently going through rapid development and change over the next 18 months with the redevelopment and design of crisis services, home treatment team, inpatient facilities and improvement of the liaison service to the general hospital (Core 24 initiative). The current inpatient unit for North Sefton (The Park Unit) is currently housed at the Hesketh Centre in Southport but a brand-new purpose built unit is due to open in 2019. It will be sited at the Southport Infirmary site and co-located with the CMHT and older people's mental health service.

The catchment area covers the coastal towns of Southport and Formby. Approximately 123,000 people are registered with a GP in Southport and Formby Clinical Commissioning Group. Southport is a coastal town popular as a holiday resort and with an international reputation for golf. The M6 motorway is 30 minutes drive and the cities of Manchester and Liverpool can be reached within an hour.

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The service operates a Community Mental Health Team providing an integrated approach across two localities (designated North and South Southport and Formby CMHT). Each CMHT is led by a consultant and associated multidisciplinary team:

North CMHT: Consultant Psychiatrist: Dr Yenal Dundar

South CMHT: Consultant Psychiatrist: Dr Rajeswari Venkatesan (locum)

Early Interventions in Psychosis Team Consultant: Dr Debbie Marsden (North and South Sefton)

Inpatient Consultant: Dr Michael Wesson (retiring September 2018)

The Hesketh Centre which is centrally located in Southport houses the adult inpatient unit (Park Unit) and the assessment unit (Rowbotham unit). This is also the site of outpatient clinics, the CMHT base, medical secretaries, Early Intervention in Psychosis Team and psychologists. Currently it also provides a base for the Acute Care Team that triages all referrals to secondary care mental health services and decides on appropriate disposal. This team is currently under review with a plan to reform it to a Single Point of Access Team. There are also plans underway to develop the liaison service to the local general hospital (Core24 initiative).

Currently there is also a Stepped Up Care Team which forms part of the local CMHT although its role and position in the pathway of care may be subject to review in the near future. It is likely it will form the Crisis Resolution and Home Treatment Team and become separate from CMHT. It will likely link with the Single Point of Access service. CRHT is planned to be in place in October 2018

The successful post holder will be the Consultant Adult Psychiatrist responsible for 20 in-patients on Park Unit, and for up to 4 patients on the adjoining Rowbotham Unit. The Rowbotham unit is now effectively an extension of the Park unit and consists of 4 beds. On the Rowbotham unit there are two single rooms and a two bedded dormitory. It is mixed, the patient split can vary dependent on clinical need. On the Park unit there are three male side rooms, two female side rooms and the rest are male dormitories and female dormitories. For the majority of the time the split is 10 male and 14 female across both wards.

On average there are approximately 4-5 admissions per week to each ward in total with an average length of stay being approximately 6-7 weeks. About 17% per cent of the admitted patients are detained at any given time and there is on average one MHA tribunal hearing each week.

The in-patient team consists of a Consultant Psychiatrist, A Specialist Trainee and a Core Trainee. There are 2 CMHT Consultants based at the Hesketh centre who provide cover for

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study leave/annual leave. The Consultant and middle grade coordinate leave so that at least one of them is available. CMHT consultants also provide input to the ward when required. The post holder will be supported by an inpatient ward manager, deputy ward manager and team of inpatient ward based staff. There on average 6 during the day and 5 staff at night time. There are agreed standards locally about minimum number of qualified staff per shift and this is monitored by the ward manager and supported by the Modern matron for the unit. The Rowbotham unit is no longer a separate unit so does not have dedicated staffing the Park unit is managed as a 24 bedded acute admission ward and the staffing levels are managed via safer staffing reviews on this basis. There is access to occupational therapy, and a team of clinical psychologists. There is psychology input to the ward. Ward are also served by a number of support workers. Sefton has the support of the specialist CHART housing service and the unit benefits from CAB in-reach input on a weekly basis and specialist advocacy services who also provide input on a weekly basis

Summary of duties of the post

While primarily responsible for delivering a quality clinical service, the Consultant Psychiatrist is also expected to be actively involved in taking a strategic lead in on-going developments on the ward and support the Trust's strategic aims of delivering "Perfect Care".

Clinical

- Consultant psychiatrist responsibility for inpatients at Park Unit and Rowbotham
- Carry out comprehensive psychiatric Assessment and provide treatment for inpatients on the ward.
- Support ward based staff to manage psychiatric emergencies
- Conduct patient reviews and lead Multidisciplinary ward reviews, CPA reviews and multi-professional meetings
- Be the responsible clinician for the purposes of the Mental Health Act 1983(amended 2007) and carry out duties in accordance to the code of practice.
- Renew and maintain Responsible Clinician status according to agreed procedures.
- Carry out comprehensive Risk Assessments and participate in Trust's risk management processes such as Health Risk Assessment and Management Meetings (H-RAMM) and Multi Agency Public Protection Arrangement (MAPPA) Meetings
- Provide medical leadership to the inpatient ward team.

Liaison

- Maintain a high level of effective communication and work flexibly and co-operatively with other parts of the service including; other wards and inpatient units, community mental health teams, services and primary care.
- Liaison with families / carers
- Liaison with aspects of the Criminal Justice System regarding patients and providing expert reports

Governance

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- SPA time will allow contribution to the management and audit of the service
- Attend the twice monthly consultant /management meetings
- Regular stakeholder meetings
- Partnership Forums involving service user representatives and advocacy
- Involvement with critical incident / serious untoward incident reporting and response
- Protocol development

Training

- Direct supervision of junior medical staff
- Role in in-house MDT training / education sessions
- Education of other services / professions with relation to CMHT (including all stakeholders)
- Participation in Clinical Audit essential, and clinical research where appropriate

Suggested draft timetable:

It is envisaged that the post holder will work 11 programmed activities over 5 days. The overall split of the programmed activities is 7.5 to be devoted to direct clinical care and 2.5 to supporting professional activities. An additional 1 APA will be paid to the post holder to respond effectively and flexibly to the needs of the ward within current core job planned hours.

The timetable is indicative only. A formal job plan will be agreed between the post holder and the lead consultant & Clinical Director three months after commencing the post and at least annually thereafter. There is some flexibility in finalising the timetable however any agreed timetable must take account of the needs of service users and coherence of the team.

	Monday	Tuesday	Wednesday	Thursday	Friday
AM	09.00 – MDT in-patients	09.30 Academic meeting	09.00 – MDT in-patients	09.00 – MDT in-patients	09.00 – MDT in-patients
	10.00 – Ward work	11.30 - Consultant meeting	Ward work	Ward work	Ward work
	(DCC)	(SPA)	(DCC)	(DCC)	(DCC)

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PM	S117and discharge planning meetings (DCC)	13.00 – MHRT work 15.00 – Ward work (DCC)	SPA/Appraisal related activities (SPA)	MHRT work and report writing (DCC)	Junior Doctor Supervision (SPA) Audit (SPA) Admin (DCC)
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The post holder will have their own dedicated office in the Hesketh Centre and will have access to a computer with Internet access and a fax. A mobile phone and i-pad will be provided. Other specific technical support can be negotiated. The post holder currently has 0.5WTE medical secretary, access to a band 3 transcriptionist (0.5WTE) and there is a 0.5 WTE ward clerk.

Appraisal, CPD and job planning

The Trust insists on participation in the CPD programme of the Royal College of Psychiatrists, and the post holder must join a local CPD peer group. Consultants are encouraged to take their study leave entitlement in line with learning objectives identified in personal development plans. An annual study leave budget of £450 per consultant is available for use. The post holder will work with a consultant colleague, medical manager or clinical director to draw up a PDP whilst being appraised annually. The trust has a well organised appraisal system and trained appraisers are allocated to consultants by Dr. Noir Thomas Associate Medical Director for Appraisal and Revalidation, and Responsible Officer.

The Trust is aware of the need for senior psychiatrists to meet regularly for support and CPD. The post holder will be included with other general adult psychiatry colleagues in a programme of postgraduate educational meetings.

Newly recruited consultants will attend the Essential Mandatory Trust Induction and be provided with a local induction by their Medical Manager. Induction includes training on the Trust’s clinical information system. A mentoring scheme exists for medical staff in the Trust and is available to all doctors, including consultants, for guidance and support for as long as they feel the need for it. This is actively encouraged for all newly appointed colleagues in their first Consultant post.

The Trust has a well respected and active Medical Education Department, led by Director of Medical Education Dr Indira Vinjamuri. The Trust has close links to the NWHEE through the wide participation of its Consultant staff in teaching and Educational roles at all levels. This includes facilitating a large number of clinical placements for medical students throughout teams within the Trust. There is a well established group of College tutors within the trust, with a presence in each local area, and actively supporting the local educational

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programme. SAS tutor (Dr Kuben Naidoo) leads and supports SAS Dr recruitment, training and development.

Job planning is conducted annually and led by the post holder's Lead Consultant with support from the Clinical Director and Chief Operating Officer as necessary. Individual job plans will be aligned to Trust, Division, Service Line and personal objectives respectively.

Teaching and training

The post holder will receive any necessary training as provided by Mersey Deanery in order to achieve Level One trainer status, which will allow them to act as a clinical supervisor to trainees. Once approved the post holder will have the opportunity to take on the role of clinical and educational supervisor responsibility for the trainee based on Alt Ward.

The successful applicant will be expected to provide clinical supervision and training for junior doctors according to the requirements laid down in the contract held between the Trust and the Postgraduate Dean. Each team can provide a clinical attachment for a medical student, and Consultants are responsible for organising their teaching.

The post holder will regularly attend the Tuesday morning postgraduate programme at Indigo centre Ashworth Hospital as part of their weekly SPA sessions. This is well attended by Consultants and is a lively meeting. It includes case conferences and journal presentations and has been redesigned to now incorporate the MRCPsych Academic Programme in line with HEENW requirements. One meeting per month is an audit programme with a prize twice a year for the best audit. Occasionally it includes mandatory training slots and guest speakers.

There are established local PDP peer groups. There is a designated budget for Consultant CPD and study leave is readily available and supported.

The Consultant Group has one lunchtime continuing professional development meeting each month. This involves presentations by invited speakers on topics agreed by the Consultant group, or discussions of clinical cases primarily intended for peer support.

There is a well resourced and expanding clinical effectiveness, research and resource library developed within the Trust. It has a dedicated space at Rathbone Hospital and Ashworth hospital sites where there is access to various databases both locally held and Internet based.

Research

Mersey Care NHS Trust has an active audit department and the post holder will be involved in audit and supervising junior Doctors' audits.

As part of its new "Perfect Care" strategy the Trust is keen to expand and develop existing research opportunities for interested Consultants. The Trust has appointed an Associate Medical Director for research, development and innovation (Dr Cecil Kullu) who will lead the

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implementation of the trust's R&D and innovation strategy. The Deputy Medical Director takes a particular responsibility for the development of the Centre for Perfect Care (CPC). The Trust is also keen to develop strategically important relationships with the Academic Health Science Network and other major partners.

Clinical governance

The activity of Clock View Hospital will be supported within the reporting arrangements of the Local Division Governance Committee chaired by the Associate Medical Director (Dr Andrew Sedgwick) which itself will report to the Executive Director of Operations (Mark Hindle). This committee will establish and maintain an effective system of clinical governance across the whole of the Division's activities that support the objectives of the Division and the Trust as a whole. It will do this by creating a structure that is focused on quality, particularly; Safety, Effectiveness, and Patient Experience.

External duties, roles and responsibilities

The Trust actively supports its consultant staff who may wish to undertake roles outside the Trust that are of benefit to medical practice at regional, national and international level, and recognises the value of such roles for the reputation, and standing of the Trust.

Consultants should however undertake such duties only after discussion with colleagues and with the agreement of the Clinical Director or Associate Medical Director and should be sensitive to the increased workload undertaken by colleagues in support. They must be able to fully account for these activities in terms of interest to the Trust, professional society, college or wider NHS.

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 reasonable proposed changes that the Trust might make.

On-call and cover arrangements

The post holder will be included in the daily on-call rota for North Liverpool, Sefton and Kirkby. There is usually always a higher trainee ST4-6 first on call at night. On-call availability supplement is 1% - Band B low frequency, low intensity and has been consistently for many years. The rota is currently shared with approximately 18 FTE colleagues, from adult, addictions and learning disability services.

Contract agreement

The post will be covered by the terms and conditions of service for Hospital Medical and Dental staff (England and Wales) as amended from time to time. Contracts have been agreed with the BMA local negotiators, but individuals may wish to discuss this further before acceptance

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Leave

The post-holder is entitled to 32 days annual leave, increasing to 34 days annual leave after seven year’s consultant service. The entitlement for study leave is 30 days over three years.

Clinical cover will be provided by the Consultant’s inpatient colleagues for all leave.

Approval of this job description by the Royal College of Psychiatrists

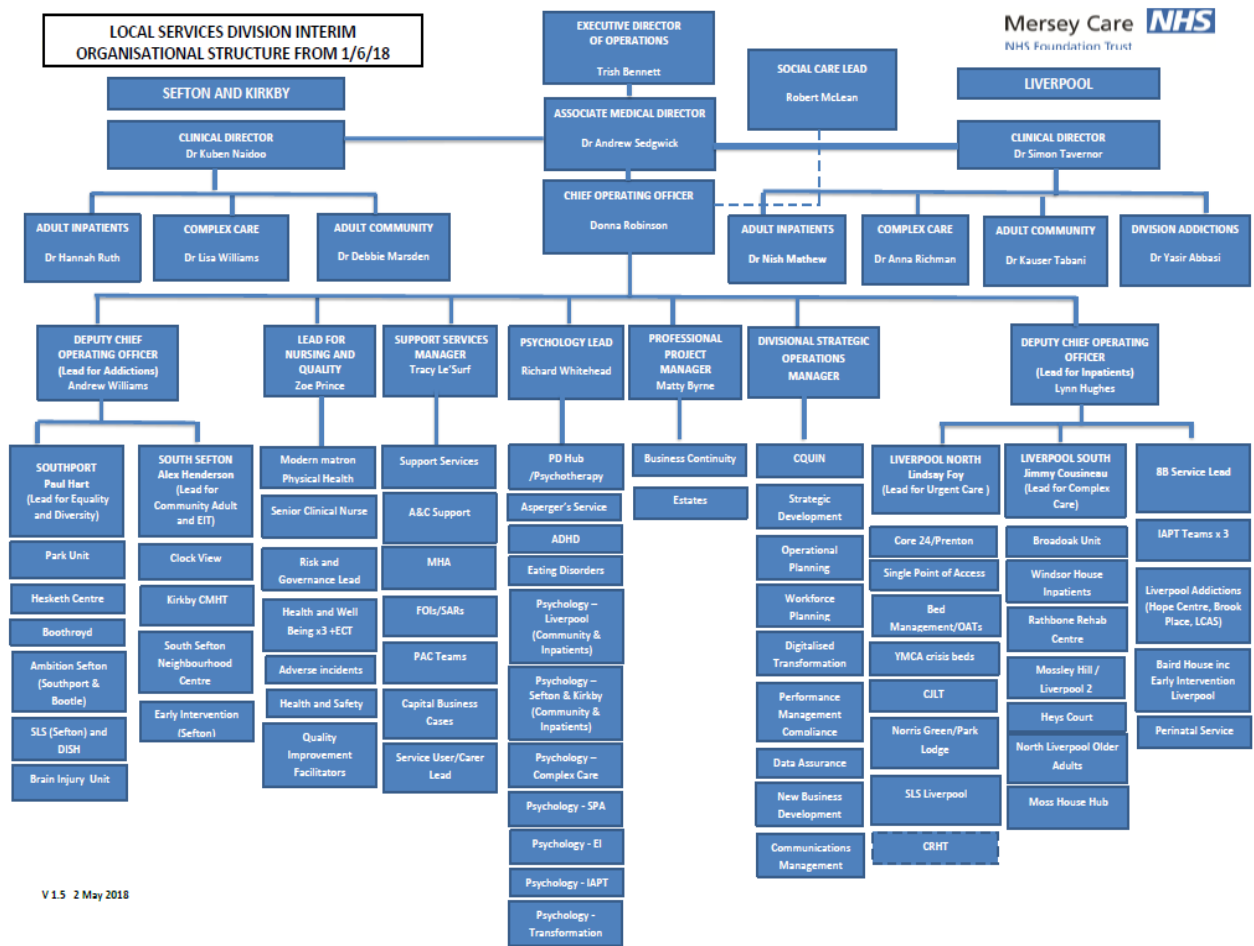
This job description and person specification was approved by the Royal College of Psychiatrists’ Regional Advisor on 25/09/2018

Trust medical / professional management framework:

Medical Director - Dr David Fearnley						
Deputy Medical Director – Dr Arun Chidambaram						
Associate Medical Director for Local Services Division Dr Andrew Sedgwick	Associate Medical Director for Secure Services (& Secure LD) Dr Melanie Higgins	Associate Medical Director Physical health and medicine safety Dr Simon Tavernor	Associate Medical Director research, development and innovation Dr Cecil Kullu	Associate Medical Director Appraisal, Job Planning, and R.O. Dr Noir Thomas	Associate Medical Director Public health and outcomes Dr Sudip Sikdar	Associate Medical Director safe guarding (named doctor) Dr Shamas Ud-Din
Clinical Directors Local Services Division	Lead Consultants Secure Services					
Lead Consultants Local Services Division						

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Local Services Division operational management framework:



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Appendix 1: Person specification/selection criteria for consultant

Abbreviations for when assessed: S: Screening prior to short-listing A: Short-listing from application form P: Presentation to formal panel
F: Formal Appointments Committee Interview R: References

	ESSENTIAL	WHEN ASSESSED	DESIRABLE	WHEN ASSESSED
QUALIFICATIONS	MB BS or equivalent medical qualification. AC approval at commencement of post	S	Qualification or higher degree in medical education, clinical research or management. MRCPsych OR MRCPsych equivalent approved by the Royal College of Psychiatrists. Additional clinical qualifications.	A S A
ELIGIBILITY	Fully registered with the GMC with a licence to practise at the time of appointment. Included on the GMC Specialist Register OR within six months. Approved clinician status OR able to achieve within 3 months of appointment Approved under S12 OR able to achieve with 3 months of appointment	S S S S	In good standing with GMC with respect to warning and conditions on practice	S S
TRANSPORT	Holds and will use valid UK driving licence OR provides evidence of proposed alternative. Non Drivers due to disability will be supported via access to work scheme	S		

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	ESSENTIAL	WHEN ASSESSED	DESIRABLE	WHEN ASSESSED
CLINICAL SKILLS, KNOWLEDGE & EXPERIENCE	Excellent knowledge in specialty	A F R	Wide range of specialist and sub-specialist experience relevant to post within NHS or comparable service	A F
	Excellent clinical skills using bio-psycho-social perspective and wide medical knowledge	A F R		
	Excellent oral and written communication skills in English	A F R		
	Able to manage clinical complexity and uncertainty	F		
	Makes decisions based on evidence and experience including the contribution of others	F		
	Able to meet duties under MHA and MCA	F		
ACADEMIC SKILLS & LIFELONG LEARNING	Able to deliver undergraduate or postgraduate teaching and training	A P F	Able to plan and deliver undergraduate and postgraduate teaching and training relevant to this post	A F
	Participated in continuous professional development	A F	Reflected on purpose of CPD undertaken	A F
	Participated in research or service evaluation.	A F	Experienced in clinical research and / or service evaluation.	A F
	Able to use and appraise clinical evidence.	A P F	Evidence of achievement in education, research, audit and service improvement: awards, prizes,	A

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			presentations and publications.	
	Has actively participated in clinical audit.	A F	Has led clinical audits leading to service change.	A F