

Job Description

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| Division: | Children's, Women's and Diagnostics |
| Job Title: | LAS Doctor in Obstetrics & Gynaecology |
| Band: | Advanced ST5+ |
| Location: | University Hospitals of North Midlands |
| Hours of Duty: | Full time with on-calls |
| Managerially accountable to: | Clinical Director |
| Professionally accountable to: | Medical Director |
| Key Relationships: | Clinical Director College Tutor Consultant Colleagues Specialist Registrar Colleagues Nursing colleagues Directorate Manager and members of the Management Team |

The Post / Role Summary

An exciting opportunity has arisen for an enthusiastic LAS Doctor in Obstetrics & Gynaecology fixed term **until 2nd August 2022**. This post will provide an excellent chance to further develop your skills in both Obstetrics and/or Gynaecology.

The department has a strong reputation in numerous areas such as Urogynaecology, Gynae-oncology, Fetal Medicine, Ambulatory Gynaecology and BSGE accredited Endometriosis Centre as well as a centre of excellence for both undergraduate and postgraduate education.

The department's gynaecological and obstetric practice is diverse. Emergency gynaecology services and early pregnancy unit are supervised through the on-call Gynaecologist as well as the Gynaecologist of the Morning. Clinical responsibilities will include attending outpatient clinics, inpatient and day case theatre sessions, Labour ward/maternal assessment unit

Key Areas/Tasks

The University Hospital North Midlands offers services at both the Royal Stoke and County Hospital sites; this post shall cover clinical activity in both areas.

You will participate in the registrar on-call rota which is currently 1:10 but may be subject to change.

Clinical Workload of this Department

Gynaecology

The department is an accredited Endometriosis Centre and a recognized Centre of excellence for both undergraduate and postgraduate education. There is also a strong reputation in numerous areas such as Urogynaecology, Gynae-oncology, Fetal Medicine, Ambulatory Gynaecology.

The department operates a diverse gynaecological service. Emergency gynaecology services and the early pregnancy unit are supervised through the on-call Gynaecologist as well as the Gynaecologist of the Morning. Clinical responsibilities shall predominantly support the delivery of outpatient clinics, elective and day case theatre sessions.

Should the candidate require continued training and assessment in obstetric and gynaecological skills this can be provided as an RCOG ATSM module (or equivalent) and can be accommodated as and when the rota allows.

Obstetrics

There are approximately 6800 deliveries across both hospital sites. The Caesarean section rate is approximately 30% and the induction rate is 29%. Epidurals were used by 24% of patients in labour and the uncorrected perinatal mortality rate was 11.1. There were 35,391 scans performed for the period January 2016 to December 2016 and approximately 169 amniocentesis performed.

Support Facilities

There are excellent imaging facilities available which include three ultrasound machines of which one is a sector scanner and another high resolution machine. They are all staffed by experienced dedicated radiographers.

There are excellent facilities at the Central Pathology Laboratory including biochemistry, haematology, histopathology and microbiology. The latter department incorporates the local public health laboratory service. All amniocentesis is done here, but the samples are analysed in Birmingham.

Study and Training Leave

Study leave allocation and Study budget will be provided.

Facilities for Training

From the above figures it is obvious that this is one of the busiest Obstetrics and Gynaecology units in the United Kingdom. There are excellent facilities for in depth training in general Obstetrics and Gynaecology and various ongoing research projects conducted throughout the directorate.

Obstetrics has recently moved to a completely digitalized system which is expected to reduce loss of income and facilitate clinical research.

In Gynaecology, there is a diverse workload involving both elective and emergency surgery; Gynaecology is also one of the few specialties to operate robotically.

Within our maternity Centre we run an Early Pregnancy Unit and Maternity Assessment Unit.

The department as a whole offers a range of outpatient and diagnostic services, including: colposcopy, urodynamics, gynaecological endocrinology, infertility, gynaecological oncology, and Pre Menstrual Disorders.

Undergraduate and Postgraduate Training

The Academic Department of Obstetrics and Gynaecology is part of the Medical School at the University of Keele. The teaching programme has expanded greatly following the establishment of this academic department.

We are an undergraduate teaching hospital in partnership with Keele University.

Educational Development

- The post holder should take every reasonable opportunity to maintain and improve their professional knowledge and competence.
- In the context of the individual's own knowledge, experience and sphere of authority the post holder should assist peers and subordinates to develop professional competence in accordance with their needs and in the context of service objectives.
- The post holders all participate in appraisal / development review.
- The post holder is expected to maintain and develop a suitable commitment in which development and research can take place.

General Requirements

To agree, a contract of employment.

To comply with all GMC regulations as laid out in “Good Medical Practice”

To observe the Trust’s agreed policies and procedures, in particular in relation to managing staff, and to follow the Trust’s Standing Orders and Standing Financial Instructions. These policies and procedures have been drawn up in consultation with the profession on clinical matters.

To take responsibility for your own Health & Safety complying with any safe working arrangements, policies and procedures which are in place.

To comply with all Trust requirements of appraisal, assessment and of the proposed medical training programme as stipulated by the programme leads.

To complete Trust general and local induction

To work appropriately and effectively within your clinical team within the limits of your competency under clinical and educational supervision.

In conjunction with Consultant and Senior colleagues, and commensurate with your grade, to play a full part in the supervision and support of other members of your team including more junior medical staff.

In conjunction with colleagues, to take responsibility for the best use of departmental staffing and other resources to ensure the maximum efficiency of the department.

In conjunction with colleagues, to ensure that the requirements of clinical governance are met and to take part in medical audit and research as appropriate.

To accept a duty to other staff and patients to ensure that any risks, incidents and hazards are reported and managed appropriately.

Personal/Professional Development

- To take every reasonable opportunity to maintain and improve your professional knowledge and competence
- To participate in personal objective setting and review, including the creation of a personal development plan and the Trust’s appraisal process.

Standards of Behaviour

We have four core values and promises we advocate as an organisation.

To work together

To work as a team helping achieve our goals and support others to make positive changes.

To be appreciative acknowledge and thank people for their efforts and contributions.

To be Inclusive open and honest, welcome people’s views and opinions and involve people in decisions that affect them.

To have compassion

To be supportive by being empathetic and reassuring and supporting people when they need it

To be respectful and treat people fairly, with respect and dignity, protect their privacy and help them feel comfortable

To be friendly by being welcoming and approachable, making eye contact, saying hello and introducing yourself

To ensure safety

We communicate well and explain clearly, share relevant and timely information and keep people updated
We are organised and plan ahead, manage time and be prompt in what we do
We speak up and contribute to ensuring healthy and constructive feedback for all so we can feel safe to challenge inappropriate care and behaviour and promote our values

To continuously improve

By listening and welcoming people's views and ideas, invite people to ask questions and share their opinions and respond to what we hear by learning and sharing best practice, celebrating good performance and supporting others to use their skills, learn and grow. By taking responsibility and a positive attitude, to act and encourage people to take the initiative and make improvements

Health and Safety

- To take reasonable care for your own Health and Safety and that of any other person who may be affected by your acts or omissions at work
- To co-operate with University Hospitals of North Midlands (NHS) Trust in ensuring that statutory regulations, codes of practice, local policies and departmental health and safety rules are adhered to
- To comply and adhere to individual and role specific responsibilities as stated in the Trust Health and Safety Policy (HS01) and all other Health and Safety related policies.

Policies and Procedures

- To observe the Trust's agreed policies and procedures and to follow the Trust's Standing Orders and Standing Financial Instructions. These policies and procedures have been drawn up to consultation with the profession on clinical matters

Confidentiality

- To ensure that confidentiality is maintained at all times and that data belonging to the Trust is protected

Equality and Diversity

- To promote equality and diversity in your working life ensuring that all the staff you work with feel valued and treated in a fair and equitable manner

Infection Prevention

Infection Prevention is the obligation of every employee both clinical and non-clinical at the University Hospitals North Midlands NHS Trust. Driving down healthcare associated infection is everyone's responsibility and all staff are required to adhere to the Trust's Infection Prevention policy

All staff employed by the UHNM Trust has the following responsibilities:

- **Trust Dress Code**

- Trust approved uniform/dress code must be adhered to
- When in clinical areas **all** staff must be bare below the elbow, without wrist watches, stoned rings, wrist jewellery, false nails, nail polish or plaster casts
- No personal bags to be worn during clinical duties
- **Hand Hygiene**
 - Decontaminate your hands as the per 'The five moments of hand hygiene'
- **Own Practice**
 - Lead by example
 - Encourage and praise good practice
 - Be prepared to accept advice about your own practice
- **Decontamination**
 - Ensure that equipment you have been using or about to use has been decontaminated effectively
 - Ensure that you are aware of the Trust approved cleaning products, and follow a safe system of works
- **Trust Policies**

Ensure that you know and strictly follow relevant Infection Prevention policies for your role and apply standard precautions at all times, which is available in the Infection Prevention Manual on the UHNM intranet.

Safeguarding Children, Young People and Vulnerable Adults

All staff are responsible for ensuring that they are familiar with and adhere to the Trusts Safeguarding Children procedures and guidelines. All health professionals who come into contact with children, parents and carers in the course of their work have a responsibility to safeguard and promote the welfare of children and young people up to the age of 18 years of age as directed by the Children's Act 1989/2004. Health professionals also have a responsibility even when the health professional does not work directly with a child but may be seeing their parent, carer or other significant adult.

All staff are required to attend safeguarding awareness training and undertake any additional training in relation to safeguarding relevant to their role

This job description is not intended to be an exhaustive list and may be subject to change from time to time. All documents referred to throughout this Job Description can be found on the Trusts intranet, or alternatively copies can be obtained from the Human Resources Directorate.

Sustainability



Sustainability and Corporate Social Responsibility are fundamental to the way the University Hospitals of North Midlands NHS Trust (UHNM) work. The Trust has developed a Sustainable Development Management Plan (SDMP): 'Our 2020 Vision: Our Sustainable Future' with a vision to become the most sustainable NHS Trust by 2020. In order to achieve this, we need the support of all staff. As a member of staff, it is your responsibility to minimise the Trust's environmental impact and to ensure that Trust resources are used efficiently with minimum wastage throughout daily activities. This will include minimising waste production through printing and photocopying less, reducing water waste and when waste is produced, it is your responsibility to segregate all clinical waste correctly and recycle. Switch off lights and equipment when not in use, report all faults and heating / cooling concerns promptly to the Estates Helpdesk and where possible

minimise business travel. Where the role includes the ordering and use of supplies or equipment the post holder will consider the environmental impact of purchases.

SWITCH to a Sustainable UHNM is a campaign that focuses on the sustainability of the Trust and how we can use resources more effectively to provide better patient care, improve our health and work place. SWITCH is looking to recruit as many Champions as possible to help to bring the campaign to colleagues in their departments / wards and bring SWITCH to life. If you are interested in becoming a SWITCH Champion please contact switch@uhns.nhs.uk

Person Specification

| Essential | Desirable |
|---|---|
| Qualifications <ul style="list-style-type: none"> • MBBS or equivalent • Full GMC Registration • MRCOG Part 2 | <ul style="list-style-type: none"> • Completed MRCOG • Awards/distinctions whilst studying for 1st degree • Academic and extracurricular achievements |
| Clinical Experience <ul style="list-style-type: none"> • Experience with appropriate skills at ST5 + level (Senior Registrar) | <ul style="list-style-type: none"> • Up to date RCOG portfolio or equivalent • Log of experience & procedures with presented evidence of experience to date supported by references |
| Skills <ul style="list-style-type: none"> • Proven ability to work as a member of a team • Ability to organise and prioritise busy workloads effectively and cope under pressure • Ability to communicate effectively with patients, senior medical staff and other health professionals • Proficient and efficient handling of relevant Obstetrics and Gynaecology problems with evidence of safe sound practical procedures. | <ul style="list-style-type: none"> • Proven ability to lead a team and demonstrate initiative • Counselling, advanced communication or related qualification/training |
| Knowledge <ul style="list-style-type: none"> • Knowledge of changes occurring in NHS as a whole and its impact on specialty work • IT skills and applications. | |
| Personal Characteristics <ul style="list-style-type: none"> • Evidence of Continuing Professional Development • Annual appraisals or equivalent • Highly motivated individual • Decisiveness/accountability • Flexible working • Demonstrates a clear reason for wanting this Job • Commitment to pursuing career in Obstetrics & Gynaecology. | |

MAIN TERMS AND CONDITIONS OF SERVICE

The successful appointee will be employed by the University Hospital of North Midlands NHS Trust, subject to Trust local terms and conditions (TCS) for Trust Doctors, as may be amended from time to time.

Tenure

The appointment is a fixed term, whole time position which is fixed term from start date as soon as possible until 2nd August 2022. The notice period is three months on either side. The appointment is subject to the provisions of Schedule 14 of the Terms & Conditions.

Salary

The basic salary is as per the Trust Doctor Terms & Conditions of Service. The current basic pay nodal points are as follows:

| Grade | | Point | Salary (2017) |
|-----------------------|-------------------|-------|---------------|
| Trust Doctor – Higher | (ST3+ equivalent) | MT04 | £ 50,017 |

Travelling allowances are paid for official visits to peripheral hospitals. The possession of transport is essential and the post carry recognition of “standard users” status is subject to application.

Single accommodation may be available, if required. It may be possible to obtain family/dual accommodation, but this is allocated on a “points” system. A charge is made for all accommodation.

Annual Leave

The annual leave entitlement for a full-time doctor is as follows, based on a standard working week of five days:

- a. On first appointment to the NHS: 27 days
- b. After five years’ completed NHS service: 32 days.

Superannuation

This post is superannuable under the Health Service Superannuation Scheme.

Conditions of Employment

The following conditions must be met before the Trust will confirm an offer of employment:

Verification of ID and Right to Work

All employees must provide the Trust with the following documentation to prove their ID and eligibility to work in the UK:

UK Passport

- UK Birth Certificate (if passport is unavailable)
- National Insurance evidence (P60 / recent payslip / P45)
- EEA (European Economic Area) Passport
- Residence permit issued by the Home Office or UKBA
- Driving Licence (ID card + counterpart)
- 2 addressed bills or statements (Bank / utility bill / phone bill)

Note: if you are a British citizen but do not hold a UK passport then we require a UK Birth Certificate combined with National Insurance evidence

Disclosure and Barring Check: Protection of Children & Vulnerable Adults

In accordance with Safeguarding Vulnerable Groups Act 2006, the Trust is required to seek disclosure of criminal records when considering employing an individual who will be working with children or have regular contact with vulnerable adults. Disclosure will include checks on the information held in the Police National Computer, local Police records and, where appropriate, lists held by the Department of Health and the Department of Education and Employment. Disclosure need not necessarily be a bar to obtaining the position you have applied for.

The information you provide and the Disclosure documents returned by the Disclosure and Barring service (DBS) will be available only to those who need them as part of the recruitment process. Disclosure documents will not be retained for longer than six months after the recruitment decision has been made.

References

It is a condition of employment that references are provided which are acceptable to the Trust.

Health Screening

It is a condition of employment that all successful candidates undertake pre-employment screening and are cleared before formal confirmation of the appointment is sent to candidates.

Professional Registration

The successful candidate is required to be registered with the GMC with a licence to practise. Membership of the approved Medical Defence/Protection Society is not a mandatory requirement for the post but is strongly advisable.

Applications process

Formal applications should be made through our website www.jobs.nhs.uk

If there are any problems / queries please contact the Medical Staffing department:
medical.staffing@uhnm.nhs.uk

Further information and visiting the Trust

The division welcomes applicants who wish to seek further information or visit. Please contact the following to arrange a visit or for an informal discussion:

Mr Richard Todd (Clinical Director) – Richard.Todd@uhnm.nhs.uk or Lynne Lovekin on 01782 672395

Signed Employee _____ Print _____ Date _____

Signed Manager _____ Print _____ Date _____