

Information Pack

and

Job Description

for

**CONSULTANT IN DIABETES
ENDOCRINOLOGY AND GENERAL
INTERNAL MEDICINE**

DIVISION OF GENERAL MEDICINE



Some facts about us:



We are in the HSJ/Nursing Times list of the top 100 places to work



On average 98% of our patients would recommend us to their Friends and Family



We're rated as 'better than average' or above in 24 categories out of 32 of the national NHS staff satisfaction survey



We are in the top 20% of Trusts for effective staff engagement



We are in the top third of all Trusts in terms of openness, transparency and learning from mistakes, being rated as 'good'



Our young patients have rated us as the fourth best childrens' in-patient service in the country



We routinely meet our cancer targets and mortality rates are within expected levels. Our performance against all other targets is generally good.



Our Foundation Training Programme has been the highest rated in the North West Region

Introduction

East Lancashire Hospitals NHS Trust is a large, integrated healthcare organisation.

With over 7,800 staff and 970 in-patient beds, we are a large provider of Acute District General and Specialised Hospital services, as well as Community Services and Childrens Mental Health Services.

Our two main hospital sites, The Royal Blackburn Teaching Hospital and Burnley General Teaching Hospital have been rated “GOOD” in 2016 by the Care Quality Commission.

Our Board is professional, ambitious and capable.

Our vision is ‘**To be widely recognised for delivering safe, personal and effective care**’.

Quality and safety are at the heart of everything we do and we are committed to providing harm free care. Our fabulous, highly trained staff are key to our growing reputation as a great place to receive treatment, as well as a great place to work.



Safe | Personal | Effective

www.elht.nhs.uk

EAST LANCASHIRE HOSPITALS NHS TRUST

East Lancashire Hospitals NHS Trust provides a caring service to a population of 550,000 in the Pennine Lancashire area. Services are provided from our two main sites, the Royal Blackburn Teaching Hospital and Burnley General Teaching Hospital and from our community rehabilitation wards at Pendle Community Hospital, Accrington Victoria Hospital and Clitheroe Community Hospital.

Our current five-year clinical strategy 'Fit for the Future' provides a robust clinical platform to ensure we deliver safe, personal effective services in the community and in our hospitals.

We treat almost 700,000 patients every year in our hospitals and community settings, using state-of-the-art equipment and facilities. We provide a full range of acute hospital and adult community services and we are a specialist centre for hepatobiliary, head and neck and urological cancer services, robotic assisted surgery, specialist cardiology services and we are also a network provider of Level 3 Neonatal Intensive Care. We are a nationally accredited Centre for Endometriosis and Uro-Gynaecology Surgery.

Our Blackburn site is the centre for all acute services in East Lancashire other than Obstetrics and Gynaecology. The Emergency Department at Blackburn is the only ED for East Lancashire and is a Trauma Unit in the Lancashire Trauma Network working closely with the Trauma Centre at the Royal Preston Hospital. The ED is supported by Urgent Care Centres at Blackburn and Burnley and a Minor Injuries Unit at Accrington. We have day and night Air Ambulance helicopter landing facilities.

Burnley General Teaching Hospital is the site for the East Lancashire Women's and Newborn Centre and is the largest in-patient consultant led obstetric unit in the North West. There is also a midwife-led birthing unit off the Hospital site in Blackburn.

In 2012 the Royal Blackburn Teaching Hospital was designated as one of the Lancashire Vascular Centres and is one example of our specialist services.

The Trust also has close links with a number of Tertiary Centres in Manchester and Liverpool for both adult and children's services.

ROYAL BLACKBURN TEACHING HOSPITAL

The hospital is situated just off Junction 5 of the M65. It is our main hospital site receiving most emergency patients. Other than for obstetric emergencies, all blue light ambulances attend this site.

Services at the Royal Blackburn Teaching Hospital site include:

- A busy Emergency department, with 8 bedded resuscitation area, and a co-located Urgent Care Centre and ambulatory care facility
- ITU, HDU and POCCU facilities.
- Radiology including MRI and CT seven days per week, as well as isotope scanning
- Acute Surgical Services (General Surgery, Vascular Surgery, Urology, T&O, ENT, Maxillofacial and Surgical Triage Unit)
- 11 Operating Theatre complex with integrated Day Case Unit, 24 hour Emergency Theatre, Angiography Suite
- Endoscopy Unit providing a 24/7 Upper GI bleed endoscopy service
- Acute Medical beds, Medical Assessment Unit and Fast Flow wards.

- Cardiac Unit (a CCU, specialist cardiac ward and 2 Cath Labs)
- Generalised and Acute Paediatric services
- Learning & Development Centre
- Research Centre
- We are also now planning the build of a primary care access centre at our ED front door as part of our redesign programme.

BURNLEY GENERAL TEACHING HOSPITAL

Services at this site include:

- Lancashire Women and Newborn Centre including 5 Operating Theatres, Consultant led maternity unit, midwife led birthing centre, Level 3 Neonatal Intensive Care Unit, general, emergency and specialist gynaecology services
- Urgent Care Centre: A new purpose built building with a children's assessment and observation area, and an on-site GP unit
- Elective Orthopaedic Centre (28 beds and 5 operating theatres)
- Endoscopy Unit
- Paediatric Day Surgery Unit
- Radiology services including CT
- Ophthalmology Unit and dedicated Ophthalmology Theatres
- Recently opened elective care centre incorporating facilities for day case surgery and short stay surgery, two theatres one of which is laparoscopic theatre and a procedure room. This facility will eventually include chemotherapy suite and enhanced endoscopy facilities.

TEACHING AND RESEARCH and INNOVATION

Across all our sites we pride ourselves on our teaching and for providing a great experience for trainee doctors. We have received excellent feedback from medical students, foundation year doctors and specialty trainees. One of our respiratory consultants was awarded "Teacher of the Year" by Manchester Medical School students. Our Obstetrics and Gynaecology specialty trainee feedback and evaluation rated us the highest in the North West.

Since 2016, we have entered into a strategic alliance with University of Central Lancashire, a fast-growing medical school, as their main provider of clinical placements and teaching. Our medical student intake is increasing year on year, with students from several medical schools, both locally and internationally.

We have a thriving community of research in the Trust and we contribute to a wide range of national and international studies, with a high number of patients entering clinical trials.

Our clinical staff continue to develop the range of services offered by the Trust. We provide robotic-assisted urological surgery. We are a Lancashire centre for Head and Neck surgery, maxillofacial and orthognathic surgery, regional dermatology including vulval dermatology specialist services.

We are an accredited centre for Vascular surgery, Uro-Gynaecological Surgery and Endometriosis.

LOCAL AREA/POPULATION

The Trust's catchment area is co-terminus with the local districts of Blackburn with Darwen, Hyndburn, Ribble Valley, Burnley, Pendle and Rossendale. Together, these localities represent the area known as "Pennine Lancashire". Each of the locality districts contains substantial rural areas including parts of the West Pennine Moors, the Ribble Valley, the Forest

of Bowland, Gisburn Forest and Pendle Hill; some of the most outstandingly beautiful countryside in Northern England. The local town of Whalley has been voted one of the top 50 places to live in the UK

The district is well served by road and rail and is within reach of the Universities of Manchester, Lancaster, Liverpool and Leeds, including UCLan with which ELHT has forged strong links. As well as being close to many urban centres, Blackburn and Burnley are also within easy distance of the Lancashire Coast, the Lake District and the Yorkshire Dales.

The district itself is well provided with leisure activities, for both spectators and participants. There are well developed parks, sports grounds and sports centres in the urban community. There are excellent schools in the locality, both state and fee paying. The housing in the area is both to a high standard and is reasonably priced. The local population looks to the district's health services for most of their health needs.

In comparison with England and Wales as a whole, the Trust has a higher proportion of the population between the ages of 0-14 and a lower proportion of the population between the ages of 15-64. This trend is set to increase with projected increases of about 5% in the population between 0-14. From census data, when compared with the rest of the region, this district has the third highest proportion of households where the head of the household was born in the New Commonwealth or Pakistan.

JOB SUMMARY

The department of Diabetes and Endocrinology provides a comprehensive service including a range of diabetes sub-specialty services on the two main hospital sites, three community hospital sites, and a number of community sites.

The service is supported by a team of 9 Diabetes Specialist Nurses along with Diabetes Specialist Dietician's, Podiatrists and a Diabetes Specialist Midwife.

Current service and future vision

Endocrine clinics are run on the following sites

- Royal Blackburn Hospital
- Burnley General Hospital

Diabetes clinics are run on the following sites

- Royal Blackburn Hospital
- Burnley General Hospital
- Pendle Community Hospital
- Rossendale Health Hub
- Community sites in Accrington and Blackburn.
- Clitheroe Community Hospital

Travel time between sites will be included where necessary on an individual job planning basis. There is currently 15 minutes allocated for review patients and 30 minutes allocated for new referrals

The department provides the following diabetes subspecialty services on both the Blackburn and Burnley sites

Diabetic foot specialist services
Preconception and pregnancy diabetes care
Transition and Young Adult diabetes service
Insulin pump therapy service
DAFNE
Remote monitoring clinics

Current hospital outpatient clinics allow 30 minutes for a new patient and 15-20 minutes for a review patient on a consultant list.

There is a vision to improve clinical leadership and access to Consultant and Diabetes Specialist Nurse led services across the East Lancashire Health Economy through the development of a fully integrated diabetes service. Commitment to clinics off the main hospital sites will increase. The philosophy of the department is the prompt and effective implementation of evidence and national guidance into practice. The department is also recognised for its strength in clinical trials activities. The successful candidate will have access to mentoring and support. This will be provided by the Clinical Director for the Unit and also the other substantive post holders.

We are utilisers of technology and have an electronic diabetes database which has administrative support.

The Trust has a close relationship with its local commissioning organisations and is currently working to develop an integrated diabetes service.

Consultants are also supported on a consultant leadership programme.

Successful candidates will be encouraged to take specific SPA roles within the department in such aspects as patient safety, audit and education amongst others, which will form part of our service redesign.

The team also participates in and supports acute medicine, the general medicine emergency rota, in-patient medical care, and outpatient general internal medicine work. The trust has opened a much larger Acute Medical Unit to replace the existing MAU which completes phase 1 of a 2 phase Acute Medicine expansion and redesign. Phase 2 will combine all of the Acute Care and ambulatory care facilities in one place and is due for completion next year. Although run primarily by acute physicians, in-reach from specialty colleagues will be a major focus of the working of this unit. This will improve patient care, continuity and education. The trust is a Royal College of Physicians demonstration site for the Future Hospitals Project.

There are excellent teaching, library and post graduate facilities and a weekly Medicine Grand Round is currently held at the Royal Blackburn Hospital. There is an active programme of post-graduate education specifically aimed at consultant staff.

The Department has the following medical staff:

Consultants

Dr S Ramtoola
Dr Farheen Raza (Clinical Director of Diabetes and Endocrinology)
Dr M Chrisitan
Dr L Mahawish
Dr Furat Wahab
Dr Dean (Director for Transformation and Associate Medical Director)
Dr Nizamuddin

SAS Doctors

Dr M Omar
Dr A Nizami

Training / Rotation Posts

ST3+	4 posts
ST1/2	4 posts
FY1/2	4 posts
JCF	2 posts

The team of junior trainees will support 2 consultants at a time covering inpatient beds, as well as outpatient clinics for all consultants in rotation.

Description of post

The post holder will work 10 programmed activities for East Lancashire Hospitals NHS Trust including weekend cover and it is anticipated that the appointee will join the overnight on call rota after appointment. Please see the attached job plan for further details

Additional on-call and out of hours duties would be expected to consist of the following:

Emergency duties rota for general internal medicine including out of hours predictable emergency work at weekends and on call.

An on call supplement would also be payable (band A) for a 1:21 on-call rota.

It is planned to develop an on-call service for diabetes in the future.

A comprehensive AMU and ambulatory care service running during weekdays means that acute physicians cover the period 0800-2200 during the week, so routine clinical activity is not cancelled when on-call.

Ward Based Work (Weekdays)

The Consultant in Diabetes and Endocrinology provide specialist and general medical care on two wards, D1 and D3 at the Royal Blackburn Teaching Hospital site, both wards have up to 20 beds each and cover is provided by a Consultant on each Ward. This is done on a 1:3 rota in 2 week blocks with 4 weeks in between ward blocks. Consultants are supported with 4 ST3+ trainees, 3 IMT trainees, 1 FY2 trainee and 3 FY1 trainees. The department also has it's own Physician Associate supporting the team.

The ward round is based on SAFER principles and starts with an MDT meeting with therapists, a patient flow representative, senior Nurses and Medical team, followed by a ward round. Consultants also provide medical cover for the medical outlier on the Vascular ward which can vary between 2 to 6 on average. With our bed base and allocated outliers, the department is responsible for the care of around 45 patients between 2 Consultants. There is close working with the inpatient Diabetes nursing and foot team and additional specialty reviews as requested.

Clinical Work

Clinical templates allow 30 minutes for each new patient and 15 minutes for follow up sessions. Most clinics have 2 new and 12 follow up for Endocrinology clinics and 2 new and 10 follow up for Diabetes clinics.

There is full MDT support with clinics for specialist diabetes clinics which include antenatal, pre-conception, specialist pump clinics, young persons and specialist foot clinics.

Weekend Work

The Acute Medical Unit at Royal Blackburn Teaching Hospital is based across 2 wards with 42 beds each. These are designated as AMU-A and AMU-B, there is also an Ambulatory Care Unit.

AMU-A and Ambulatory Care are staffed by Acute Physicians between 8am and 8pm Monday to Sunday. AMU-B ward rounds on the weekend are divided amongst 3 General (Internal) Medicine Physicians (1 each from Respiratory Medicine, Gastroenterology and Diabetes & Endocrinology). The review of ongoing admissions after the morning ward round on the weekend is done by Acute Physicians.

Weekend working includes a ward round on AMU-B where patients have been admitted via Accident and Emergency or by a General Practitioner. This involves review of up to 14 patients and this is done between the hours of 8am and 10:30am. The Physician will then do the ward review on the Diabetes and General (Internal) Medicine wards (3 wards in total) between 10:30am and 3:00pm, this involves review of patients who have been put down for planned consultant review, sick patients and discharges. The number is variable but usually between 5 and 7 patients on each ward.

Appraisal and Revalidation

The SPA allocation includes 1.5 SPA per week for revalidation, CPD, statutory and mandatory training and appraisal. The remainder 1 SPA will be allocated to undergraduate and postgraduate teaching, training and supervision; specific responsibilities for aspects of departmental audit, clinical governance, quality improvement and service development; and research (depending on the interests and aptitudes of the appointees).

The appointee is expected to compile an annual portfolio with evidence of continuing professional development in accordance with the Trust's appraisal process. He / she will be expected to participate in annual appraisal by the designated consultant and to produce a personal development plan that is aligned to priorities within their clinical service which will be shared with the Medical Director and Chief Executive. The appraisal process will also be part of the information used to revalidate Consultants by the GMC.

TERMS AND CONDITIONS OF SERVICE

This post is subject to the New Consultant Contract 2003.

The appointee will be required to live within 10 miles or 30 minutes travel time by car of the relevant Trust Hospital base. The Trust will reimburse certain expenses relating to removal and relocation when required; the expenses refunded shall reflect the actual costs involved but will not exceed £8,000.

A satisfactory medical examination is a condition of employment for Medical and Dental staff in the NHS.

Candidates are requested to note that any person recommended for appointment in connection with this post will be referred to the DBS (Disclosure & Barring System) for their clearance.

Please note: In line with other NHS organisations in the North West Region, the Trust is now passing the charge for undertaking a DBS check on to candidates in the event they are successfully appointed into the post for which they have applied. Candidates can choose whether to pay this over 1-3 months as a deduction from the monthly salary. By applying for this vacancy you are agreeing to this undertaking in the event you are successfully appointed.

TEACHING

We have a very active learning and development centre and we teach an increasing number of medical students and all grades of medical trainees. We actively encourage all relevant consultant staff to undertake teaching and educational supervision roles, following the appropriate training. Teaching is a fundamental part of our continuing improvement culture. We rate amongst the highest in the North West in the evaluation of our teaching programmes

The post holder will be expected to keep up to date with developments within medical education and his/her own specialty by attending appropriate conferences and study courses.

RESEARCH

There are ample opportunities and facilities for research, which is supported locally through the Research and Development Committee. There is also active support from the Universities of Lancaster, Central Lancashire and Manchester, with which there are collaborative projects.

CONTINUING CARE

The appointee will be responsible for the continuing care of patients in his/her charge and for the proper functioning of his/her department.

SECRETARIAL SUPPORT

Secretarial support will be available for this post.

OFFICE ACCOMMODATION

Office accommodation will be provided for the appointee.

MANAGEMENT RESPONSIBILITY

All Consultants are required to attend the monthly departmental and Directorate Meetings. Post holders will be expected to share in administrative duties allocated by mutual agreement within the Directorate.

STANDARDS OF CONDUCT

The post holder will conduct duties with regard to the Trust's Vision and Values detailed on page 4 of this Job Description.

GOVERNANCE

i) CONTINUING PROFESSIONAL DEVELOPMENT

The appointee is expected to undertake CPD activities, in accordance with the relevant College's and Trust's requirements. There is a funded study leave allocation of 30 days/3 year cycle. The funding for this is as per the trust guidelines.

ii) APPRAISAL

The post holder, in common with all posts in the Trust, will participate in the Trust's appraisal process.

iii) SAFE AND EFFECTIVE CARE FOR PATIENTS

The Trust is committed to providing safe and effective care for patients. To ensure this there is an agreed procedure for Medical staff that enables them to report quickly and confidentially, concerns about the conduct, performance or health of medical colleagues (Chief Medical Officer 1996).

All Medical staff practising in the Trust should ensure that they are familiar with the procedure and should apply it.

iv) RISK MANAGEMENT

It is a standard element of the role and responsibility of all staff of the Trust that they fulfil a pro-active role towards the management of risk in all of their actions. This entails the risk assessment of all situations, the taking of appropriate actions and reporting of all incidents, near misses and hazards.

v) TRUST POLICIES AND PROCEDURES

All staff should ensure that personal action and conduct comply with Trust Policies and Procedures, e.g. Infection Control, Health and Safety, Fire Procedures, No Smoking Policy, Equal Opportunities, Confidentiality, etc.

RECORDS MANAGEMENT/DATA PROTECTION ACT

As an employee of the Trust, you have a legal responsibility for all records, including patient health, financial, personal and administrative, that you gather or use as part of your work within the Trust. The records may be paper, electronic, microfiche, audio, video tapes, x-ray images etc. You must consult your Manager if you have any doubt as to the correct management of the records with which you work.

HEALTH AND SAFETY REQUIREMENTS

All employees of the Trust have a statutory duty of care for their own personal safety and that of others who may be affected by their acts or omissions. Employees are required to co-operate with Management to enable the Trust to meet its own legal duties and to report any circumstances that may compromise the health, safety and welfare of those affected by the Trust undertakings.

CONFIDENTIALITY AND INFORMATION SECURITY

As a Trust employee you are required to uphold the confidentiality of all records held by the Trust, whether patient records or Trust information. This duty lasts indefinitely and will continue if you are no longer employed by the Trust.

All the information which identified individuals in whatever form, paper, picture, electronic data, images or voice, is covered by the Data Protection Act 1988 and should be managed in accordance with this legislation.

EQUAL OPPORTUNITIES

The Trust provides a range of services and employment opportunities for a diverse population. As a Trust employee you are required to treat all patients, customers, visitors and work colleagues with dignity and respect irrespective of their background.

Safeguarding

All employees have a responsibility for safeguarding and promoting the welfare of children and vulnerable adults. Our induction programme covers essential requirements and further guidance can be sought from your Line Manager.

The purpose of this document is to act as a guide to the duties which may be required. It is not an exhaustive list and other duties may be required in accordance with the grade of the post and the competence of the post holder. The Job Description, from time to time, may be subject to review and change following consultation with the post holder.

For further information, please contact:

Dr Farheen Raza, Consultant Physician Farheen.Raza@elht.nhs.uk
01254 732562
(Clinical Director of Diabetes & Endocrinology)

Dr Shenaz Ramtoola, Consultant Physician shenaz.ramtoola@elht.nhs.uk
01254 734469
(Chief of Medicine)

PERSON SPECIFICATION

Consultant Physician Diabetes, Endocrinology and General Internal Medicine

FACTORS	ESSENTIAL	DESIRABLE	IDENTIFICATION
QUALIFICATIONS/ FORMAL LEGAL REQUIREMENTS	Entered on the GMC Register, CCT in General Internal Medicine and Endocrinology/Diabetes or equivalent or within 6 months of achieving this Hold membership of the Royal College of Physicians (MRCP) or an equivalent qualification	Higher Degree	Certificates
EXPERIENCE	Eligible for inclusion on the GMC Specialist Register in General (Internal) Medicine and Endocrinology/Diabetes or equivalent. Initiatives demonstrating enthusiasm and commitment to the care of patients with endocrine/diabetes related conditions	Experience gained from working in and developing operational plans for Diabetes & Endocrinology services in hospital and in the community	Certificates and CV
SPECIAL KNOWLEDGE	Comprehensive clinical experience of General (Internal) Medicine and Diabetes/ Endocrinology	Special knowledge in a subspecialty area of Diabetes or Endocrinology as evidenced by a record of research, clinical audit, and/or publications in peer-reviewed journals or formal reports to Health Care Organisations OR a period of research	CV and interview

		leading to a higher degree & a continuing research interest in the field	
TRAINING EXPERIENCE	Enthusiasm for and demonstrable commitment to the supervision and teaching of trainee medical staff and other health care professionals	Formal tuition and/or qualification in teaching/training skills	Attendance at courses, certification of teaching skills etc. Application form and interview
PRACTICAL/ INTELLECTUAL SKILLS	<p>Good communication skills and multidisciplinary team working. Able to adapt working pattern to fit changing local circumstances and work flow</p> <p>Clinical leadership skills Ability to manage an acute unselected General (acute) Medical take</p>	<p>Formal tuition in leadership skills</p> <p>Evidence of successful leadership within a multidisciplinary team either in an acute or community setting</p>	<p>Written – Application form</p> <p>Verbal – Demonstration at interview</p>
PHYSICAL REQUIREMENTS	Acceptable health record over previous 2 years (in accordance with the standards identified in the Trust's policy)		Application form and references
DISPOSITION	Ability to establish and maintain good working relations with colleagues and with patients and carers. Ability to work as part of a multi-disciplinary team and to cross traditional boundaries of care. Ability to work to deadlines and keen to demonstrate clinical leadership		Interview
PERSONAL CIRCUMSTANCES	Live close enough to fulfil emergency duties commitments		

Example Job Plan

(NB This is for illustration purposes only, discussion around job plan should be held with clinical director on appointment.)

Timetable

Week 1

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
WR - Consultant of the Week 08:30 - 12:30 OPD - General diabetes clinic new and review 13:30 - 17:30	WR - Consultant of the Week 08:30 - 12:30 WR - Ward Referral 13:00 - 14:00 Admin - Patient admin 14:00 - 17:00	WR - Consultant of the Week 08:30 - 12:30 Lead role - Other lead clinician (please specify) 12:30 - 14:00 Lead role - Other lead clinician (please specify) 14:00 - 16:30 Admin - Patient admin 16:30 - 17:30	WR - Consultant of the Week 08:30 - 12:30 OPD - Endocrinology clinic new a review 13:30 - 17:30	WR - Consultant of the Week 08:30 - 12:30 WR - Ward Referral 13:00 - 14:00 Educational Supervisor (please specify No. of trainees) 14:00 - 17:00		

Week 2

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Non working time OPD - Pump clinic 13:30 - 17:30	OPD - General diabetes clinic new and review 09:00 - 13:00 Educational Supervisor (please specify No. of trainees) 14:00 - 17:00	Lead role - Other lead clinician (please specify) 12:00 - 14:00 Lead role - Other lead clinician (please specify) 16:00 - 18:00	Admin - Patient admin 09:00 - 13:00 OPD - Endocrinology clinic new a review 13:30 - 17:30	OPD - Endocrinology clinic new a review 09:00 - 13:00		

Week 3

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
WR - Consultant of the Week 08:30 - 12:30 OPD - General diabetes clinic new and review 13:30 - 17:30	WR - Consultant of the Week 08:30 - 12:30 WR - Ward Referral 13:00 - 14:00 Lead role - Other lead clinician (please specify) 14:00 - 16:30 Admin - Patient admin 16:30 - 18:30	WR - Consultant of the Week 08:30 - 12:30 Lead role - Other lead clinician (please specify) 12:30 - 14:00 Other - ANR (please specify) 14:00 - 16:00 Admin - Patient admin 16:00 - 18:00	WR - Consultant of the Week 08:30 - 12:30 OPD - Endocrinology clinic new a review 13:30 - 17:30	WR - Consultant of the Week 08:30 - 12:30 WR - Ward Referral 13:00 - 14:00 Educational Supervisor (please specify No. of trainees) 14:00 - 17:00		

Week 4

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Non-working time 09:00 - 13:00 OPD - General diabetes clinic new and review 13:30 - 17:30	OPD - General diabetes clinic new and review 09:00 - 13:00 Educational Supervisor (please specify No. of trainees) 14:00 - 17:00	Lead role - Other lead clinician (please specify) 09:00 - 11:30 Lead role - Other lead clinician (please specify) 12:30 - 14:00 MDT - Insulin Pump 15:00 - 17:00	Admin - Patient admin 09:00 - 13:00 OPD - Endocrinology clinic new a review 13:30 - 17:30	OPD - Endocrinology clinic new a review 09:00 - 13:00		