

“A great place to be cared for; a great place to work”



# University Hospitals of Morecambe Bay

NHS Foundation Trust

## JOB DESCRIPTION

Job Title:	Consultant in Emergency Medicine
Department/Ward:	Emergency Medicine
Band:	Consultant
Division:	Medicine
Responsible to:	Clinical Lead
Accountable to:	Clinical Director
JOB SUMMARY:	<p>This post will enhance the Consultant led delivery of Emergency Care to patients attending the Emergency Department. A special interest in Paediatric Emergency care, Frailty Emergency care, or other sub-specialty is desirable, but not essential.</p> <p>This post offers candidates the unique opportunity to contribute to the further development of the service. Flexible working patterns are seen as essential to the ability of the Department to provide an optimal emergency service responsive to a changing NHS.</p>

## MAIN DUTIES AND RESPONSIBILITIES

### CLINICAL

To be responsible, with Emergency Department (ED) Consultant colleagues, for the reception, resuscitation, diagnosis and emergency treatment of patients attending the ED. The responsibility for patients accepted by non-ED on call teams from General Practitioners currently rests with those teams. ED doctors have historically offered support for these teams if clinically indicated.

To supervise the appropriate referral of patients to non-ED specialist teams, (within the Trust or tertiary referral where necessary), or to General Practice and other community-based services.

To ensure, with ED Consultant colleagues, that the ED provides an effective service 24 hours a day, 7 days a week within national and local standards.

## “A great place to be cared for; a great place to work”

It would be desirable for candidates to have competent advanced airway skills, and an interest to develop a minimum level one competency in ultrasound. If a candidate with a special interest in Paediatrics, for instance, is appointed then the Job Plan would reflect this candidate's special interests and skills.

It is expected that the appointee will join in the running of Review Clinics in the Department, and share the management of patients under the care of the Emergency Medicine Consultants on the Emergency Floor and help achieve national key performance indicators for Emergency Care.

### **The appointment will be for 10 PA sessions.**

The on-call will consist of the following duties:

1. Trauma Team Leader
2. To respond appropriately to request for assistance from Emergency department staff.
3. Reciprocal telephone advice for the units at Lancaster, Barrow and Kendal.
4. Major Incident

The Consultants will not be obliged to cover any other "shop-floor" weekend or evening sessions (i.e. replacing First Tier or middle grades on the rota), however if he or she does then payment will be as agreed with the Local Negotiating Committee. The latter must be confirmed beforehand by the Senior Operational Manager/ Lead Clinician.

The ED Consultants will also play a lead role in the delivery of the Same Day Emergency Ambulatory Care (SDEC) model, which will be provided for 12 hours per day, 7-days per week once staffing is in place. There will be a gradual move to this model as posts are filled.

There are plans to move the rota to an annualised hour's system. This will be based around agreed rules regarding the number of weekends and late shifts etc. that must be worked by all participants.

Additional DCC sessions may be negotiated with the management team of the Medicine Care Group. As out of hours sessions are (currently) effectively being paid at double time (pay) a 10-session contract does not equate with a 40 hr week.

### **SPA TIME**

The Trust recognises the importance of SPA's in terms of a consultant's teaching, training, research and management development and will normally increase the number of SPA's to a maximum of 2.5 in those circumstances where a consultant can demonstrate that they undertake this level of activity in one or more of these areas. Within the baseline 1.5 SPA allowance, it is suggested that the following responsibilities should be met. *(Additional responsibilities can be discussed during job planning, including SPA allocation for the supervision of more than one trainee)*

<b>Responsibility</b>	<b>SPA Allocation</b>
Audit	0.25 SPA/week
Supervision/education/appraisals for 1 trainee	0.25 SPA
CPD/revalidation needs	1 SPA/week

### **ORGANISATIONAL**

To promote interdisciplinary working between the ED and other specialties, in order to enhance the access and quality of emergency care within the Trust.

To support the ED and the Trust as it looks to systems of promoting cross-boundary working that would enhance access and quality of emergency care to the community.

## **“A great place to be cared for; a great place to work”**

To work with consultant colleagues, under the direction of the Operational Service Manager in the development of new initiatives which will enhance the service provided to our patients.

To contribute fully in the promotion of Emergency Medicine by regular communication and liaison with other organisations and agencies when required, which include: -

- a) All other Departments within the Hospital
- b) General Practice
- c) Other EDs within the region
- d) Ambulance staff and other emergency services
- e) Local Social Services Departments
- f) Accident Prevention Agencies

To contribute fully to the Trust's Major Incident Plan.

### **CLINICAL GOVERNANCE**

To provide clinical services in line with the Trust's clinical governance arrangements which are designed to ensure that agreed quality standards are achieved. These requirements include: -

### **AUDIT**

To undertake audit of clinical practice within the department to ensure that current standards and evidence-based practice are applied.

### **CONTINUING MEDICAL EDUCATION**

All consultants are required to maintain and develop their clinical skills. Individual training and developmental needs will be identified through an appraisal process and considering Royal College requirements.

### **RISK MANAGEMENT**

To work within the Trust's clinical risk management policies and in particular to participate as appropriate in clinical incident reporting.

### **APPRAISAL AND REVALIDATION**

All Consultants in the Trust participate in the Trust's appraisal system, and any future revalidation process, and are required to undertake regular appraisal of junior and career-grade medical staff as appropriate. Training for this can be provided if required.

All doctors will be required to comply with the requirements set out by the College of Emergency Medicine and the General Medical Council to ensure they maintain a valid license to practise Emergency Medicine. (We expect this to become mandatory over the next few years.)

The ED consultants should refer to guidelines produced from time to time by the GMC and the College of Emergency Medicine relating to Appraisal and Revalidation. Advice at present includes completing, collecting and updating evidence within a portfolio, reflecting on practice, and developing and reviewing a Personal Development plan.

### **CLINICAL GUIDELINES**

All consultants are required to participate in the development, review and ratification of departmental guidelines.

### **SPECIAL INTEREST AND RESEARCH**

V03032016 Bands 8 & 9

**“A great place to be cared for; a great place to work”**

The appointee will be encouraged to pursue a special interest which will be commensurate with the aims of the Trust and is not prejudicial to the interests of the Department.

## **RESEARCH**

The appointee will be encouraged to promote and participate in research. Any substantive research activity undertaken will be considered within the Job Planning process and may be considered within the agreed scheduled supporting activities.

## **JOB PLAN**

The Operational Manager and Lead Clinician are responsible for the review of the job plan in conjunction with the post-holder. A minimum clinical activity of 800 new patients seen per annum for a 10-session contract is expected.

## **TRAINING AND DEVELOPMENT**

There is a well-stocked medical library with audio-visual and IT-based teaching aids, and a full-time librarian. The library has a Medline facility. There is a thriving Postgraduate Medical Centre with regular clinical meetings and a general education programme.

## **CLINICAL AUDIT & STANDARDS**

The Clinical Effectiveness Committee of the CEM has drafted a set of clinical standards based on good practice and supported by various Royal college recommendations as well as documents such as National service Frameworks.

The department is auditing certain ‘sentinel’ diagnoses and then comparing performance against both National and local standards.

As well as co-operating in Regional Audit studies the department is also involved in the UK TARN trauma study and is working as a Trauma Unit.

## **TEACHING**

There is a very active Education Centre with library where regular meetings are held. Consultants are required to deliver undergraduate teaching to Junior and Middle Grade doctors and other clinicians, as appropriate.

## **CONDITIONS OF SERVICE**

This post is being advertised on a whole-time basis. A candidate who is unable or does not wish, for personal reasons, to work on full time basis will be eligible for consideration for appointment; if such a person is appointed, modification of the job content will be discussed on a personal basis, in consultation with consultant colleagues.

The Trust will take due account of the National Terms and Conditions Consultants (England) 2003 and any changes to these Terms and Conditions of Service which the Secretary of State for Health may authorise from time to time.

You will be required to live within 10 miles or 30 minutes of the site unless other arrangements are agreed with the Trust.

Consultants are expected to share the on-call commitment with prospective cover. This frequency will change as the size of the Consultant group increases. The proposed job plan, reviewed at least annually, will provide Consultant presence in the Department between 8am and 11pm, 7-days per week.

V03032016 Bands 8 & 9

“A great place to be cared for; a great place to work”

This post is exempt from the provisions of section 4(2) of the Rehabilitation of Offenders Act, 1974 by virtue of the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975. Applicants are therefore not entitled to withhold information about convictions which for other purposes are “spent” under the provisions of the Act and in the event of employment, any failure to disclose such convictions could result in dismissal or disciplinary action by the Trust. For this purpose, there is a declaration section at the back of the application form, which must be completed. Any information given will be considered in relation to the application and will not be used for any other purposes. The Trust requires the successful candidate to have and maintain full Registration with the General Dental Council or General Medical Council. Medical staff are advised to continue with membership of one of the Medical Defence Organisations. Dependent upon the date of the last medical examination for a post within the National Health Service, the appointee may be required to undergo a medical examination.

**This job description is not exhaustive and will be reviewed and amended, with the post holder, when necessary.**

“A great place to be cared for; a great place to work”

### **TERMS AND CONDITIONS**

This post will be subject to the terms and conditions of the University Hospitals of Morecambe Bay NHS Foundation Trust.

### **CONFIDENTIALITY**

Information relating to patients, employees and business of the Trust must be treated in strictest confidence. Under no circumstances should such information be discussed with any unauthorised person(s) or organisations. All staff must operate within the requirements of the Freedom of Speech policy.

### **SAFEGUARDING & PROTECTING CHILDREN**

Everyone shares responsibility for safeguarding and promoting the welfare of children and young people, irrespective of individual roles. As a senior manager you will need to be aware of your responsibility in relation to safeguarding and protecting children. You will be expected to provide effective leadership in ensuring safeguarding children is a priority within all service delivery and developments.

### **ENVIRONMENTAL IMPACT**

It is the responsibility of all staff to minimise the Trust's environmental impact by recycling wherever possible, switching off lights, computers, monitors and equipment when not in use and it is safe to do so, minimising water usage and reporting faults promptly.

### **HEALTH AND SAFETY**

The Health and Safety at Work Act stipulates that it is the responsibility of each employee to observe all rules governing safety and conduct and as such safety equipment and Personal Protective Equipment provided must be used.

### **INFECTION CONTROL**

The Trust is committed to protecting the health of all staff, patients and visitors to the Trust. As such all staff is personally responsible for compliance with all Trust and department infection prevention and control policies. Failure to comply with such policies and associated procedures is likely to lead to disciplinary action and may result in dismissal.

### **MANUAL HANDLING**

The post holder will be provided with adequate training in correct lifting techniques by a recognised lifting instructor.

### **NO SMOKING POLICY**

A No Smoking Policy operates across all Trust sites.

### **QUALITY OF SERVICE**

The trust is committed in its use of available resources to obtaining the best possible service for patients and staff. The Post holder must share this objective and seek to maintain and improve the quality of service provided.

### **EQUAL OPPORTUNITIES**

The Trust is pledged to equal opportunities for all and is committed to ensure that no job applicant or employee receives less favourable treatment on the grounds of gender, marital status, age, race, colour, sexual orientation, creed, nationality, ethnic or national origin or disability. We promote flexible working opportunities wherever possible to enable staff to balance their work with their private lives.

### **TRAINING AND DEVELOPMENT**

Maintain your professional standards in respect of education and training and ensure that you are aware of your specific area specialty training and needs analysis.