

Job Description

Consultant Psychiatrist (part time) in Southwest Community MHSOP(6 PAs)

Southwest Specialist Mental Health Team for Older People

Colne House, 21 Upton Rd, Watford WD18

(Mental Health Team for Older People)



Summary of Job Description and Person Specification

Post and specialty:	Consultant Psychiatrist in Old Age Community
Base:	Colne House, 21 Upton Road, Watford, Hertfordshire, WD18 0JP
Contract:	Fixed term for 1 year (Number of programmed activities): 6 PA
Accountable professionally to:	Medical Director - Prof Asif Zia
Accountable operationally to:	Clinical Director – Dr Shaheen Shora
Key working relationships and lines of responsibility:	<p>Line Manager: Professional Leads, Older Peoples Services – Dr Rahul Tomar</p> <p>Team Lead: (Community Manager, South West SMHTOP) – Jason Asemota</p> <p>Clinical Director: Dr Shaheen Shora (East & North SBU)</p> <p>Managing Director: Fiona McMillian-Shields (East & North SBU)</p> <p>Executive Director of Service Delivery and Service User Involvement: Sandra Brookes</p> <p>Medical Director: Prof Asif Zia</p> <p>Chief Executive: Karen Taylor</p>

1. General Introduction to the Trust

HPFT provides Adult Mental Health Services and Child and Adolescent Mental Health Services for Hertfordshire and Learning Disability Services to Hertfordshire, Norfolk and North Essex. The Trust was established as a Trust in 2001 and achieved Foundation Status in 2007. In January 2013, the University of Hertfordshire awarded the HPFT University Trust status, making it only the third Mental Health Organization in the country to be awarded this status.

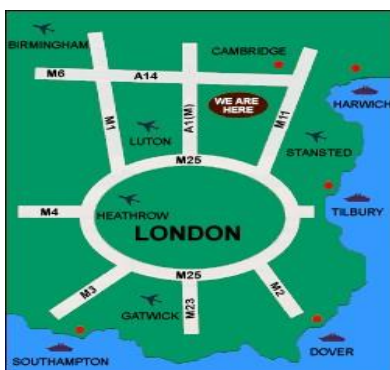
We offer a high-quality service and are one of five mental health trusts to achieve an overall rating of 'OUTSTANDING' from the Care Quality Commission. One of the reasons for this is the fact that we have a highly motivated workforce and are proud to be a high scoring mental health trust nationally for 'motivation at work'.

The Trust operates three Strategic Business Units: the West SBU, the East and North SBU and the Forensic and Learning Disability SBU, with each SBU overseen by a Managing Director and a Clinical Director.

Why Hertfordshire

The Trust covers a mixed rural and urban area, including the large towns of Watford, Welwyn Garden City and Stevenage and the smaller towns of Hemel Hempstead, Radlett, Berkhamstead, Harpenden, Hertford, Ware, Bishops Stortford, Hitchin and Letchworth. Hertfordshire Social Services have divided the County into four areas. The county has two Clinical Commissioning Groups. East Herts is served by East and North CCG.

Hertfordshire has excellent connections to London and the rest of the country. There are three major roads going North-South (the M1, the A1 and the A10). In addition, the M25 passes through South Hertfordshire.



Train services are also excellent with the journey time of St Albans to Kings Cross in 17 minutes and Stevenage to Kings Cross in 25 minutes.

Education is of a high standard in Hertfordshire.

Currently more than 160,000 children are educated in the county's network of 566 schools made up of 17 nursery schools, 426 primary schools, 9 middle schools, 78 secondary schools, 27 Special Schools and 8 Education Support Centres. Exam results and SATs continue to be above the national average and the ratio of pupils to teachers is among the best in the shire counties. There is also a wide range of public/private schools to choose from.

Demographics of Hertfordshire

The estimated total population of Hertfordshire was 1,140,700 inhabitants in July 2013 (Herts County Council). Four Hertfordshire towns have between 50,000 and 100,000 residents: Hemel Hempstead, Stevenage, Watford and St Albans. The Index of Multiple Deprivation (2011) ranked Hertfordshire (11.5) as one of the least socially deprived areas in England (average 22.5). The health of people in Hertfordshire is similar to that in the rest of England.

General hospital services are provided in the West of the County by West Herts Hospitals NHS Trust which runs Watford General Hospital, Hemel Hempstead General Hospital and St Albans City Hospital. In East Herts, East & North Herts Acute NHS Trust provides general hospital services at the Lister Hospital in Stevenage and the Queen Elizabeth II Hospital, Welwyn Garden City.

THE TRUST VISION

The Trust vision for the future is to be the leading provider of mental health and specialist learning disability services in the country. We have identified eight strategic goals which we require to meet to achieve our vision. These can be divided into three categories:

1. Customers and the Community
 - To deliver high quality integrated health and social care services in accordance with recovery principles.
 - To be the provider of choice for service users, carers, the community and commissioners.
 - To work in partnership with the community to promote the wellbeing of others, whilst making a positive contribution to the environment.
2. Staff/Employees
 - To be an employer of choice where individuals are highly valued, well supported and rewarded.
 - To create a dynamic and flexible working environment where one is motivated and committed to providing high quality care.
 - To embed a culture of learning where staff develops their full potential and deliver excellent care.
3. Sustainability
 - To ensure a sustainable future through income growth and the efficient use of resources.
 - To be an innovative and learning organization, that embraces new and modern approaches to health and social care.


Our vision and goals can only be achieved through a process of continuous service improvement and transformation which places the needs of service users and carers at the centre of everything we do. The Trust believes that a strong medical workforce that is aligned with its values and strategic direction is essential in enabling the achievement of its vision and goals.

We believe that leadership from consultant psychiatrists is fundamental to the successful functioning of clinical teams and they have an important role in enabling the wider team and using their breadth of expertise to deal with complex issues.

The following outlines the expectations of the Trust of its medical staff:











- Clinical leadership should be provided by all doctors and is not solely the responsibility of managers.
- The patient experience is central to the Trust's values and we expect all staff to treat patients with respect including listening carefully and communicating well. For doctors, we expect them to inform patients about their diagnosis and treatment and involve them in decisions about treatment.
- Doctors' service and personal objectives should be compatible with working towards the achievement of the Trust goals. Therefore personal objectives in job planning and appraisal processes need to be aligned with the Trust's vision and strategy.

THE TRUST BOARD











Welcome to Hertfordshire Partnership University NHS Foundation Trust

The Board


 Karen Taylor Chief Executive Officer				 Sarah Betteley Chair			
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Non-Executive Directors

 David Atkinson	 Anne Barnard	 Tim Bryson	 Catherine Dugmore	 Diane Herbert	 Jon Walmsley	 Kush Kanodia (Associate)
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CQC rating 15th May 2018
Outstanding ★



HPFT Values and Behaviours

Our values and behaviours have been developed by over 800 service users, carers and members of staff. They describe how we aim to be with service users, carers and each other.

By living our values we will deliver our ambition to be a leading provider for everyone we work with.

- We are welcoming so you feel valued as an individual
- We are kind so you can feel cared for
- We are positive so you can feel supported and included
- We are respectful so you can feel listened to and heard
- We are professional so you can feel safe and confident

Our values set the tone for:

- The way we plan and make decisions.
- The way we behave with service users and each other.
- The kind of colleagues we recruit.
- The way we induct, appraise and develop our staff.

Local Mental Health Services

Hertfordshire Partnership University NHS Foundation Trust provides the following services:

- (i) Mental Health Services
- (ii) Learning Disability Services
- (iii) Child and Adolescent Mental Health Services.

Mental Health services consist of general adult and old age services covering most of Hertfordshire, providing in-patient, outpatient and community services to the population.

Mother and Baby, Eating Disorder and Psychiatric Intensive Care services are provided by the Trust.

Learning Disability Services include district catchment area services for most of Hertfordshire as well as the specialist services provided at Eric Shepherd Unit. In 2008 the Trust won a contract to run learning disability services in Norfolk as well, and the Trust has since taken on a learning disability service in North Essex.

2. Overview of Old Age Services

Older peoples service in Hertfordshire is divided into 4 quadrants, each quadrant providing community services including crisis function and memory clinics.

The inpatient beds for mental health services for older people are located at various sites in the trust. We have a 16 bedded unit, Wren Ward for frail functional older adults located at Kingsley Green, Radlett. There are two 16 bedded organic inpatient assessment and treatment wards – Logandene at Hemel Hempstead and Seward Lodge in Ware. Trust also has two dementia continuing care unit, a 24 bedded unit Lambourn Grove in St Albans and 26 bedded unit Victoria Court in Stevenage.

This is a consultant old age psychiatrist (part time) community post based in the Southwest quadrant of Hertfordshire (Over 65 population 36,200 approximately). The post includes catchment areas of

Watford and Three rivers. The post holder will provide backfill for existing consultant psychiatrist who is the clinical director of the East and North Service Business Unit.

Community Mental Health Services for Older People (MHSOP) Southwest & Crisis function team of the Southwest quadrant are based at The Colne House, 21 Upton Rd, Watford WD18 0JP. The crisis team works in the community like a Virtual Ward setting that allows for people to be cared for in their own home and will reduce unnecessary admissions to hospital and care homes.

This is in line with STP national integration agenda. The aim is to provide 'joined up', responsive and efficient services ensuring the patient receives the right treatment in right place at the right time.

Locality (Quadrants)	Population (65+)
East & Southeast	59,200
North	37,000
North West	48,700
South West	36,200
TOTAL	181,1000

Table 1: Estimated Quadrant-wide elderly population of Hertfordshire based on CCG data

The post holder will work closely with the Crisis Function team, MHSOP, local GP practices and acute hospital liaison at Watford General Hospital (WGH). Although the administrative base will be at the Colne House, 21 Upton Rd, Watford, memory clinics are held at the Bridgewater Surgery, North Approach, Watford. Post holder may have to do clinical work at other Trust locations, or other community destinations such as patient's home or residential or nursing homes. The post holder may be required to attend team meetings at a location determined by the manager of the Team.

Referrals to the team are usually processed through the Trust's Single Point of Access (SPA) based in St Albans. Most referrals come from local GPs.

All staff should comply with the Trust's Anti-Discriminatory Statement, Employee Charter, Trust Policies and Procedures, Code of Conduct and Equality and Diversity.

The post holder will not involve in the on-call consultant rota

Details Of the Post

The Trust is seeking a part time consultant old age psychiatrist to join an established team of three consultant old age psychiatrists for the South -West quadrant. The post holder will provide backfill for existing consultant psychiatrist who is the clinical director of the East and North Service Business Unit. This post has no inpatient commitment.

The post holder will cover community & crisis function for Watford & Three rivers catchment area of the quadrant while the existing consultant covers memory clinics. The new consultant will work along with another colleague cover half of the Southwest quadrant (covering the catchment areas of Radlett, Borehamwood, Potters Bar, Bushey, few in South South Oxhey and Northwood). The MHSOP in the Southwest received approximately 712 referrals per year (May 2021-2022). The quadrant therefore receives approximately 60 referrals per month. More than half of these referrals are for the memory clinic.

The crisis team in the Southwest quadrant received 278 referrals in the last 1 year (May 2021-2022). The Southwest quadrant therefore receives approximately 20-24 new referrals per week. The post holder will be responsible for crisis function in the above catchment areas which is approximately half of the referrals.

All referrals to the team are centrally triaged by the Single Point of Access before being allocated to the locality teams.

3. Staffing in Southwest MHSOP

Team Manager:	Jason Asemota
Deputy Team Managers:	Carole Tearle & Jacqui Pisapia
CPNs: (dedicated for EMDASS, Recovery and Therapy and Crisis function)	Emdass: 4 wte Crisis: 4.6 wte MHSOP: 5.8 wte
Clinical Psychologists:	Rebecca Scullion Plus 1 psychologist on Maternity Lead + Assistant Psychologist
Occupational Therapists:	Head OT: 1 wte (Split between MHSOP and EMDASS) Band 6: 1 wte OT Assistants: 5 wte
Social worker (for functional patients):	Debbie Kingston
Community Care officers for SMHTOP:	2.0 wte
Support workers:	2.6 wte
Team secretaries: (dedicated to EMDASS, Recovery and Therapy and Crisis teams)	5.0 wte
Medical secretary:	3 wte (One for this post)

4. Role Of the Postholder

This is primarily a community post, and the post holder does not have any direct responsibility for inpatients.

Old age Psychiatry Consultant Establishment (HPFT)

<u>Northwest Hertfordshire</u> Dr Genevieve Holt Dr. Mike Walker Dr. Rahul Tomar (Medical Lead)	<u>Southwest Hertfordshire</u> Dr. Shaheen Shora (Clinical Director) BACKFILL for her post (6 sessions) Vacant post (due to retirement) Dr. Georgina Train
<u>North Hertfordshire</u> Dr. Kunle Ashaye Dr. K Shankar	<u>East Hertfordshire</u> Dr. Hema Ananth Vacant post Dr. Sujata Merve Vacant post Dr. Venkatesh Malipatil

5. Duties Of the Post

DUTIES	DESCRIPTION
Initial Assessments	Assessment, diagnosis, and formulation of management plans for patients.
Work Collaboratively	Make decisions in consultation with team members, patients and carers.
Review Patients	Flexibly review and re-assess patients in response to need and in accordance with the care pathway.
Follow Trust Policy	Know policy relevant to the role, follow it and support other members of the multidisciplinary team to do so also.
Provide Clinical Leadership to the Team	Regular or ad hoc supervision on clinical matters with member of the team. Maintain high clinical standards and develop the skills of the team. Lead a culture of high quality clinical care. Explore new innovations in delivering care

Liaison	Maintain good working relationships with primary and secondary care colleagues. Communicate clearly and responsively about patient care.
Mental Health Act Work	Meeting the requirements of emergency work, Community Treatment Orders, MHA assessments, and assessments of capacity. Maintain AC Status and attend relevant training.
Physical Health	Ensure monitoring for metabolic complications related to medication, lithium monitoring, and adherence to the clozapine protocols (if applicable).
Caseload Management	Actively manage the outpatient clinical case load in accordance with pathway guidance. Operate efficient and safe patient review services such as drop in clinics.
Supervision	Provide timely clinical and management supervision to medical staff under their direction.
Professional Standards	Maintain CPD requirement and to be in good standing with the RCPsych. Fulfill local mandatory training requirements. Complete annual appraisal and job planning process requirements for GMC revalidation.
Maintain the Trust Vision	Support organisational policies and objectives.

6. General Duties

- To ensure that junior medical staff working with the post holder operates within the parameters of the New Deal and are Working Time Directive compliant.
- To undertake the administrative duties associated with the care of patients.
- To record clinical activity accurately and comprehensively.
- To participate in service and business planning activity for the locality and, as appropriate, for the whole mental health service.
- To participate in annual appraisal for consultants.
- To attend and participate in the academic programme of the Trust, including lectures and seminars as part of the internal CPD programme.
- To maintain professional registration with the General Medical Council, Mental Health Act Section 12(2) approval, and to abide by professional codes of conduct.
- To participate annually in a job plan review with the clinical manager, which will include consultation with a relevant manager in order to ensure that the post is developed to take into account changes in service configuration and delivery associated with modernisation.
- To work with local managers and professional colleagues in ensuring the efficient running of services and share with consultant colleagues in the medical contribution to management.

- To comply with the Trust's agreed policies, procedures, standing orders and financial instructions, and to take an active role in the financial management of the service and support the medical director and other managers in preparing plans for services.

7. External Duties, Roles and Responsibilities

The Trust actively supports the involvement of the consultant body in regional and national groups subject to discussion and approval with the medical director and, as necessary, the chief executive officer.

8. 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 mutual agreement as far as possible, 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.

9. Work Programme

It is envisaged that the post holder will work **6 programmed activities (4.5 DCC & 1.5 SPA)**. Once agreed the job plan and objectives of the post holder will be reviewed annually.

The overall split of the programmed activities is **4.5** to be devoted to direct clinical care and **1.5** to supporting professional activities (as per the Royal College of Psychiatrists recommendation

The post holder will not involve in the on-call consultant rota

10. Support and Office Facilities

The MHSOP in the Southwest are supported by 2 wte speciality doctors and once CT trainee. The post holder will be supported by one of the specialty doctors & the CT doctor.

Primary base will be at the Colne House, Watford where consultant will share an office with the other consultants at the Colne House. However, as clinics are currently held at Colne House and Bridgewater Surgery, North Approach. There is a dedicated medical secretary to support the post holder based at Colne House.

The post holder will be provided with a laptop with remote access device and a trust mobile phone. The office space at Colne house is shared with other consultant colleague. Bookable rooms are also available at The Colne House, Watford

Training Duties

- Participation in undergraduate and postgraduate clinical teaching.
- Participation in the training of other disciplines.
- Providing educational supervision of trainees and other disciplines.
- Taking part in continuing medical education.

11. CPD Arrangement

All consultant psychiatrists in the Trust are expected to be part of a local CPD peer group and fulfil the CPD requirements of the College. The post holder will be able to join the CPD peer group consisting of local Northwest & Southwest consultant old age psychiatrists. They are offered at least £800 for attending courses per year.

The trust has a dedicated Learning & Development Centre situated in Hatfield which includes a well-stocked library with staff who are helpful and very supportive. Within the Centre there is a dedicated computer suite and clinical lab.

The Trust runs a monthly CPD program for all psychiatrists and there is an additional monthly one-hour CPD slot for old age psychiatrists prior to the monthly Hertfordshire Old Age Psychiatrists Group (HOAPG) and Clinical Governance meeting.

12. Teaching, Training, Audit and Research

There is an active postgraduate training program affiliated with Eastern deanery and University of Hertfordshire. Dr Kunle Ashaye is the training programme director. HPFT has 43 Psychiatry training posts and 21 higher training posts comprising of 9 General Adult, 3 Old Age, 3 Child Psychiatry and 8 Intellectual Disabilities posts.

The post holder has clinical supervision responsibility for 1 wte specialty doctor for crisis function team and MHSOP.

The post holder will be expected to contribute to the local medical and MDT teaching. There is an active local training programme held every Wednesday afternoon and trust wide CPD activity held every second Wednesday of the month followed by the MSc. Trust runs an MRCPsych course jointly with the University of Hertfordshire. Consultants are offered adequate SPA for these activities.

The Trust has an active Practice Audit & Clinical Effectiveness (PACE) team to support Trust- wide audit activities. Audit projects were set up every year include several related to old age psychiatry, such as prevention of physical and non-physical assault in older people services, pressure ulcers, falls prevention, and POMH-UK audits. The post holder will be encouraged to contribute to the future projects.

13. Simulation Training Facility

In our continuous drive to improve quality of care we want to be at the forefront of offering innovative learning and development opportunities for our medical workforce and all our staff. HPFT has developed a pioneering Simulation Training Facility within the Trust to provide innovative mental health simulation training.

Simulation is a fantastic experiential learning modality offering participants the chance both to engage in high fidelity scenarios and reflect as a group on the challenges and issues raised. People learn most effectively when training is interactive, immersive and replicates real life. It makes sense to practice what to do when things go wrong, but how do we do this in a safe

environment without increasing risk for patients? This is where simulation comes in. Simulation replicates a real-life scenario, but in a safe and controlled environment.

The simulation environment offered via this training will help teach practical skills, for example risk assessment and management, core psychiatry and physical health skills and will teach teams of staff how to work well and communicate effectively together.

The delivery of the innovative Simulation training will lead to positive outcomes for our staff and service users:

- Staff will practice skills in a real-life scenario and benefit from learning whilst doing in a safe learning environment
- Increasing staff ability to appropriately and confidently respond to service user need
- The debriefing of scenarios allows for reflective learning working as a team about how human factors, alongside technical skills, can influence clinical care.
- Staff will feel more engaged and motivated to deliver great care and great outcomes to service users and carers
- Staff will be supported to generate ideas and test new improvement ideas and approaches to solving problems
- Improved quality of care for our service users
- Improved service user and carer satisfaction

14. Clinical Audit Lead

Consultants are encouraged to be involved in audit and research activities supported by R&D department. There is a dedicated Research & Development department in the Trust chaired by Professor Naomi Fineberg. All consultants are actively encouraged to contribute to the local, regional and national research. The Trust has recently appointed consultant psychiatrist as clinical audit leads.

In addition, a consultant Old Age Psychiatrist maintains a DENDRON research register for all newly diagnosed cases of dementia at memory/outpatient clinics, and the post holder will be encouraged to set up similar projects.

The Trust is also involved in active CQI program.

15. Clinical Governance

- Expected contribution to clinical governance and responsibility for setting and monitoring standards.
- Participation in clinical audit.
- Participation in service/team evaluation and the planning of future service developments.

16. Job Planning and Appraisal

A detailed work plan will be negotiated upon appointment. The allocation of programmed activities is open to discussion. The post holder and the Medical Leads for Old Age Services will jointly review the job plan annually to consider changes in staffing, introduction of new services, expansion and reduction of existing services.

Further details will be negotiated with the post holder once special interests and other clinical duties have been considered.

A model timetable is as follows:

Day	Time	Location	Work	Category	No of PAs
Monday	AM				
	PM				
Tuesday	AM				
	PM				
Wednesday	AM	Colne House	OPC (Community/crisis)	DCC	1
	PM	Trust wide teaching, training/flexible	MSC & CPD /Peer group meeting	SPA	1
Thursday	AM	Colne House	Home visits (crisis/community)	DCC	1
	PM	Colne House	Weekly MDT	DCC	1
Friday	AM	Colne House	Home visits (crisis/community)	DCC	1
	PM	Colne House	Clinical admin/Supervision/mandatory training/Audit	DCC SPA	0.5 0.5
Unpredictable / emergency / on-call work					

Total PAs	Direct clinical care	4.5
	Supporting activities	1.5

17. Leave and Cover Arrangements

The post holder will be entitled to have 32 days of annual leave and up to 10 days of study leave pro rata for CPD activities, for which up to £800 is allowed to spend per year. Prospective cover arrangement is in place to cover sector consultants on leave.

18. On-Call and Cover Arrangements

The post holder **will not** participate in the Consultant on-call Rota which covers Adults of Working Age and Old Age.

19. Academic Background

It is desirable that candidates for this role is a current Member of the Royal College of Psychiatrists (or equivalent). It is desirable that candidate holds CCT in Old Age Psychiatry, or eligible for inclusion in the Specialist Register or within 6 months of gaining CCT. Candidates will be expected to have Approved Clinician status.

20. Relevant Experience

It is essential that candidates have a good working understanding of the full range of treatment approaches applied to the breadth of presentations in Old Age Psychiatry. They should be able to assess and manage the risks advising on further management of service users' problems. Candidates will need to display an ability to apply a full range of pharmacological, psychological and physical treatment skills and have gained extensive experience in the differing needs of individual ethnic minorities.

An enthusiasm coupled with some experience of working within a multi-racial and multi-agency environment would be valuable. Previous experience of developing services in a constantly changing environment and to tight budgetary constraints would be highly regarded. Previous experience of workforce development would also be useful.

21. Personal Qualities

This role calls for a team-player who has the ability to communicate and relate well at all levels, to service users, carers and relatives. An ability to work closely with and build relationships with other agencies and departments is regarded as essential. With all the new service developments the candidate will need to be flexible and willing to contribute their skills to service development. The successful candidate will be expected to have a high degree of both written and verbal communication skills.

22. Terms and Conditions of Service

The post is covered by the Terms and Conditions (Consultant 2003 contract).

The post holder will be indemnified by the Trust for all NHS work undertaken as part of the Contract of Employment but is encouraged to take out adequate indemnity cover as appropriate to cover any work which does not fall within the scope of the indemnity scheme (contract of employment). Personal medical indemnity should be retained for all activity undertaken outside NHS premises; this is not covered by insurance for Category 2 work, i.e. medical reports and “Good Samaritan” acts.

Please note: Terms and Conditions may alter depending on the outcome of negotiations on the Consultant Contract.

Knowledge and Skills Framework:

The post holder will be expected to meet the requirements of the NHS Knowledge and Skills Framework (KSF) appropriate outline for the post.

Special Requirements

The successful candidate will be expected to have a current driving licence and live within 45 minutes travelling distance from their base unit.

Remuneration and benefits

Any formal offer of employment will be accompanied by a full statement of terms and conditions. Our Human Resources team will be happy to discuss any of the points raised here.

Salary: Basic pay is £84,559 per annum and, subject to satisfactory job planning and review, will rise through annual threshold increases to £114,003. The starting salary for new Locum Consultant appointments will be at the minimum of the pay scale in accordance with the Terms and Conditions Consultants (England) 2003, Schedule 14.

Annual Leave: Entitlement will be 32 days per annum for full time working, increasing to 34 days on completion of 7 years’ service as a Consultant. In addition there is entitlement to 8 Public/Bank Holidays.

Pension: The NHS offers a superannuation scheme which provides a variety of benefits based on service and final salary. The employers’ contribution covers about two thirds of the cost of benefits paid to NHS Pension Scheme members’ scheme and employee contributions are on a sliding scale. Membership of the scheme is optional and further details are available on appointment.

Infection Control:

All Trust staff will:

- Act as a role model and champion for the highest standard of all aspects of infection prevention and control and implementation of all Infection Prevention and Control Trust policies and guidelines.
- Demonstrate respect for the roles and endeavours of others, in implementing good standards of hand hygiene.
- Value and recognise the ideas and contributions of colleagues in their endeavours to reduce the incidence of healthcare associated infection.

Health and Safety

The post holder has a duty of care to themselves and to others with whom they come into contact in the course of their work as laid down in the Health and Safety at Work Act 1974 and any subsequent amendment or legislation.

Wellbeing

Details of the local Occupational Health service will be shared and discussed regularly with the line manager. The post-holder can self-refer to the Occupational Health Software Cohort v10 or can be referred by the line manager with consent. Details of the support available from occupational health specialist are available on the trust website and will be discussed with the line manager in induction.

Occupational health specialists can review the post-holder face to face or remotely as appropriate. Explanatory videos are available on the trust website. In case of involvement in serious incidents, the post-holder will be encouraged to attend local debriefing meetings and use the trust support line. Spiritual support and bereavement counselling is available from the trust on self-referral using the telephone number provided by the line manager. The Employee Assistance Programme is available 24 hours to all staff by calling 01438 286514.

The trust provides Schwartz Rounds to support the post-holder with stress from the clinical work. Regular sessions of wellbeing are available, and attendance is encouraged for the post-holder. The sessions typically include mindfulness sessions and a Schwartz round. This is happening every month and the post-holder can use supportive programmed activity sessions to attend. Wellbeing sessions include group exercise available on remote video conference of Yoga, Pilates and other forms of physical exercise.

Equality and Diversity

Hertfordshire Partnership Trust is committed to providing an environment where all staff, service users and carers enjoy equality of opportunities. This includes recognising diversity of staff, service users & carers and not treating anyone less favourably on grounds of age, ethnic origin, religion or belief, gender, gender reassignment, culture, health status, relationship status, disability, sexuality, social background, trade union affiliation or any other unreasonably grounds.

The Trust will strive to eliminate all forms of discrimination. We recognise that this requires not only a commitment to remove discrimination, but also action through positive policies to redress the inequalities produced by past discrimination.

Safeguarding Children

The post holder will be expected to carry out responsibilities in such a way as to minimise risk of harm to children and young people and promote their welfare in accordance with the Children Act (1989) and (2004) and Working Together to Safeguard Children (HM Government 2006).

Confidentiality

All staff must be aware of the Data Protection Act 1984, which is now in force. This means that protection of data about individuals is a requirement of the law and if any employee is found to have permitted unauthorised disclosure, the Trust and the individual may be prosecuted.

Asylum and Immigration Act 1996

In order to comply with the Asylum and Immigration Act 1996, it is Trust policy to check documentation of all applicants in respect of proper immigration status to work in the UK. Employment will not be offered to any applicant or employee who does not have valid leave to remain in the UK or is subject to conditions, which prevent the individual from taking up employment.

Flexible Working: The Trust is committed to assisting employees to achieve a healthy work/life balance and will consider sympathetically requests for flexible working arrangements, taking into account the impact on colleagues and the service.

Relocation Expenses: The post holder will be expected to live within 10 miles or 45 minutes travelling distance of the base. The successful candidate may be eligible to apply for assistance with removal and associated expenses in accordance with the Trust's Relocation Policy.

Training and Development: The Trust is committed to training and development as it is recognised that trained and motivated staffs are crucial to our success. Whether we are inducting new employees to the Trust or meeting new challenges we recognise the importance of training and continuous professional development. There is a study leave allowance for Consultants of 30 days (pro rata) over 3 years. Consultants are encouraged to join one of the peer review groups in the trust or if they prefer, may choose to join peer group outside the trust.

Interview Expenses: Second-class travelling expenses will be reimbursed to short listed candidates for costs associated with making a pre-interview visit. Subject to the prior agreement of the Trust, short listed candidates who make a second visit may be granted expenses on this occasion also. For candidates travelling from abroad, expenses are payable only from the point of entry into the UK.

References: Any offer of appointment will be subject to the receipt of (three) satisfactory references.

Occupational Health & DBS Checks: The appointment will be subject to clearance from the Occupational Health Department and the DBS.

For further information, please contact:

Professional Lead: Dr Rahul Tomar (rahul.tomar@nhs.net)

Person Specification / Selection Criteria for Locum 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.	S	Qualification or higher degree in medical education, clinical research or management.	A
			MRCPsych OR MRCPsych equivalent approved by the Royal College of Psychiatrists OR a specialist qualification from an EU country that complies with EU directive 2005/36/EU.	S
			Additional clinical qualifications.	A

Eligibility	Fully registered with the GMC with a licence to practice.	S	In good standing with GMC with respect to warning and conditions on practice.	S
	Included on the GMC Specialist Register in Old Age Psychiatry OR within six months.	S	Experience in working with crisis and/or inpatient assessment service.	S
	Approved clinician status OR able to achieve within 3 months of appointment.	S		
	Approved under S12 OR able to achieve within 3 months of appointment.	S		
Clinical Skills, Knowledge and Experience	Excellent knowledge in old age psychiatry	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	F R		
	Able to manage clinical complexity and uncertainty Makes decisions based on evidence and experience including the contribution of others	F F		
	Able to meet duties under MHA and MCA	F		

Academic Skills	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, presentations and publications.	A
	Has actively participated in clinical audit.	A F	Has led clinical audits leading to service change.	A F
Transport	Car driver, and ability to travel county wide (unless you have a disability as defined by the Equality Act 2010 which prevents you from driving) OR provides evidence of proposed alternative.	S		

