

JUNIOR CLINICAL FELLOW – FY3 PROGRAMME

INFORMATION FOR CANDIDATES

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ABOUT THE TRUST

The Shrewsbury and Telford Hospital NHS Trust (SaTH) is the main provider of acute hospital services for around half a million people in Shropshire, Telford & Wrekin and mid Wales.

Encompassing some of the most picturesque parts of England and Wales, the Trust's catchment stretches from the Cambrian Mountains in the west, to Newport and the fringes of the Black Country in the east. The main towns include: Bridgnorth, Ludlow, Market Drayton, Oswestry, Shrewsbury and Whitchurch (in Shropshire); Newport, Telford and Wellington (in Telford & Wrekin); and Newtown and Welshpool (in Powys) – all beautiful and unique.

Our main service locations are the Princess Royal Hospital (PRH) in Telford and the Royal Shrewsbury Hospital (RSH) in Shrewsbury which are located 20 minutes' drive apart. Together they provide 99% of our activity. Both hospitals provide a wide range of acute hospital services including accident & emergency, outpatients, diagnostics, inpatient medical care and critical care.

We also provide services such as consultant-led outreach clinics at the Wrekin Community Clinic, Telford, the Robert Jones and Agnes Hunt Orthopaedic Hospital, Gobowen and the Bridgnorth, Ludlow and Whitchurch Community Hospitals.

We employ almost 6,000 staff, and hundreds of staff and students from other organisations also work in our hospitals. We benefit from around 1,000 wonderful volunteers, and our main charitable partners are the League of Friends at the Royal Shrewsbury Hospital, Friends of the Princess Royal Hospital, and the Lingen Davies Cancer Appeal which is based at the Royal Shrewsbury Hospital.

We are committed to providing the best possible diagnostic facilities and high-quality clinical care in a clean, supportive environment where patients are treated effectively with respect and dignity.

The Shrewsbury and Telford Hospital NHS Trust continues to work with our partners in health and social care in Shropshire, Telford and Wrekin and mid Wales to develop patient-focused services that meet the needs of our communities.

Plans have been given the go ahead to transform local hospital services for the half a million residents of Shropshire, Telford & Wrekin and mid Wales to make sure two vibrant hospitals and the wide range of services they provide for people locally are kept in the county. This landmark decision will result in better care for patients, secure the £312m on offer from HM Treasury and develop both hospital sites to deliver state of the art facilities in which staff will be proud to work and patients will choose to be treated.



MAIN DUTIES & RESPONSIBILITIES

Clinical

- Specialty specific duties and responsibilities will be dependant on the placement of the post-holder.
- To support patient care.
- To develop enhanced clinical skills, especially in the assessment and management of acutely ill patients.
- To have excellent team-working skills with the abilities and professional attitude to work well in a multi-professional team.
- To deliver clinical and quality targets agreed both nationally and locally with clinical teams and commissioners.
- To follow patients throughout their clinical pathways.

Organisational

- To work with local managers and professional colleagues in the employing Trust in the efficient running of the service.
- To be subject to the provisions of the Terms and Conditions of Service, be required to observe the Trust's agreed policies and procedures, drawn up in consultation with the profession on clinical matters and to follow the local and national employment and personnel policies and procedures.
- To participate in the Continuous Professional Development and the Trust's appraisal scheme.
- To be aware of the responsibility of all employees to maintain a safe and healthy environment for patients, visitors and staff and attend all relevant health and safety training.
- Ensure that all Trust-wide standards are maintained to improve the quality of total care to all who come into contact with services provided by Shrewsbury and Telford hospital NHS Trust.

This job description is not intended to be exhaustive. The post holder will be expected to carry out any reasonable duties requested of them, appropriate to the grade and role of the post. Duties and responsibilities may vary from time to time in light of changing circumstances and in consultation with the post holder.





JOB DESCRIPTION

Job Title:	Junior Clinical Fellow (FY3 Programme)
Grade:	FY3
Responsible to:	Divisional Medical Director
Professionally Accountable to:	Medical Director / Director of Medical Education
Hours:	40 hours
Duration:	4 – 24 months fixed term
Salary:	£40,257 per annum [MS01-MS02]

Job Summary

An exciting opportunity has arisen within our Junior Clinical Fellow FY3 programme for doctors that have completed Foundation Training or equivalent who are looking for access to the educational activities and support they need to develop their career. Whilst individual posts will vary in the content – duties will generally include ward work, participation in ward rounds and multidisciplinary meetings as well as time in theatre (where relevant) and outpatient clinics. Posts will usually include out of hours and are full shift rotas with senior medical supervision available at all times.

It is an opportunity to join a friendly and dynamic hospital team with a range of specialty interests and an excellent reputation for providing an educational and supportive environment and onward appointment to training posts.

These posts are not nationally recognised for training but provide valuable access and support for onward application to various medical career paths.

THE POST

Information & Duties of the Post

The successful candidates will be based at either The Royal Shrewsbury Hospital, Shrewsbury or the Princess Royal Hospital, Telford, depending on the specialty area of the placement and will work within their specialist team of Consultants, SAS Doctors, Specialty Trainees, Core Trainees, Locally Employed Doctors, Foundation level doctors, Physician Associates and Advanced Clinical Practitioners.

This is an opportunity for foundation year two or doctors with equivalent experience and competence to develop further and to support onwards career choices. We have created various posts to support training with a strong educational support. The post holders will be encouraged to attend local teaching in departments and will have study leave time and associated funding and leave entitlement allocated. The programme offers practical and educational opportunities to match differing or undecided future career aspirations.

Placements can be as short as 4-6 months in a single speciality or as long as 2 years rotating across a number of different disciplines. The rest of the contracted time can be in a range of specialities within the trust of the candidate's choosing. These would be undertaken on a 'block' or rotational basis of (usually) 6 months. We will also support flexible working hours wherever possible.

The post would suit a doctor who enjoys working in a stimulating, friendly environment and is committed to providing high quality patient care.

Clinical Fellowship Programme

This post is a service appointment within the SaTH Clinical Fellowship Programme supported by a designated Consultant Educational Supervisor.

The hospital has a number of very experienced educational supervisors and has very close contact with the local deanery. The successful candidate will be provided with an eportfolio and will have a named educational supervisor who will be able to help the successful appointees to achieve their equivalency certificate if desired. The consultant will work with the post holder regarding completion of competencies and career development with PDPs and regular educational meetings. The local Royal College Tutors will supervise the process.

The trust has high exam pass rates as well as consistently high JEST and GMC survey scores.

Annual Leave

The annual leave entitlement for the post holder will reflect the terms and conditions of the 2016 Junior Doctor Contract for doctors and dentists in training. The annual leave year will run from the start date of the doctor's appointment. Based on a standard working week of five days:

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

As leave is deducted from the rota before average hours are calculated for pay purposes, leave may not be taken from shifts attracting an enhanced rate of pay or an allowance. Where a doctor wishes to take leave when rostered for such a shift or duty, the doctor must arrange to swap the shift or duty with another doctor on the same rota. It is the doctor's responsibility to arrange swaps but all reasonable steps to facilitate the arrangement of the swap will be made.

In addition to annual leave entitlement, the appointee will be entitled to 8 paid General Public Holidays. In the case of part time staff this entitlement is pro rata.

Study Leave

Study leave includes but is not restricted to participation in:

- Study
- Research
- Teaching
- Taking Examinations

- Attending conferences for educational benefit
- Rostered training events

Study Leave will be agreed with the College Tutor and Director of Medical Education on appointment to the role taking into account the post holders educational needs

GENERAL CONDITIONS

As they undertake their duties, all our people are required to uphold and demonstrate the Trust's core values of: Partnering, Ambitious, Caring and Trusted. Collaboration and partnership are also central to our approach in delivering our fundamental activities of patient care, teaching, and research.

Research

It is usual for the Trust to be participating in many research projects at any time. Every effort would be made to accommodate a particular research interest you may have, particularly if trainee members of the Department could be incorporated in the methodological and practical stages.

Audit

Great importance is placed upon audit within the Shrewsbury and Telford Hospital NHS Trust and you will be expected to contribute to this as part of your role; the Trust has a fully staffed Audit Department at both Hospitals with extremely well-organised teams.

Appraisal, Revalidation and Mentorship

- The Trust has the required arrangements in place, to ensure that all Doctors have an annual appraisal with a trained appraiser and supports all Doctors going through the revalidation process.
- We will require you to register SaTH as your designated body via the GMC to ensure that you are set up on the Premier IT Revalidation e-Portfolio (PReP) revalidation system; we will complete this as soon as possible upon your commencement with the Trust.
- The Trust also supports the requirements for continuing professional development and is committed to providing time and financial support for these activities.

Accommodation

The Trust offers single residential accommodation for medical staff depending on availability. The Trust only provides single accommodation so private rental would need to be arranged for family accommodation.

Other Facilities

There is an active Doctors Mess run by the Junior Doctors Mess Committee which organises social events, parties, outings etc. There are on-site fitness centres (a membership fee is payable) available to all members of staff.

Staff Benefits

There are a number of staff benefits schemes which attract tax reductions if joined. This includes a discount on the staff car parking charge, staff gym membership, on-site crèche/childcare provision and access to NHS Discounts schemes.

Health & Safety

As an employee of the Trust you have a responsibility to:

- take reasonable care of your own Health and Safety and that of any other person who may be affected by your acts or omissions at work; and ensuring a COVID secure workplace for the team.
- co-operate with the Trust in ensuring that statutory regulations, codes of practice, local policies and departmental health and safety rules are adhered to; and

- not intentionally or recklessly interfere with or misuse anything provided in the interests of health and safety.

Infection Prevention and Control

The prevention and management of acquired infection is a key priority for the Trust. Any breach of infection control policies is a serious matter which may result in disciplinary action. As an employee of the Trust you have a responsibility to:

- ensure that your work methods are compliant with the Trust's agreed policies and procedures and do not endanger other people or yourself; and
- be aware of infection prevention and control policies, practices and guidelines appropriate for your duties and you must follow these at all times to maintain a safe environment for patients, visitors and staff; and
- maintain an up to date knowledge of infection prevention and control, policies, practices and procedures through attendance at annual mandatory updates and ongoing continuing professional development; and
- challenge poor infection prevention and control practices of others and to report any breaches, using appropriate Trust mechanisms (e.g. incident reporting policy).

Information Governance

The Trust is committed to compliance with Information Governance standards to ensure that all information is handled legally, securely, efficiently and effectively. You are required to comply with the Trust's Information Governance policies and standards. Failure to do so may result in action being taken in accordance with the Trust's Disciplinary Procedure.

- Confidentiality and Security - Your attention is drawn to the confidential nature of information collected within the NHS. Whilst you are employed by the Trust you will come into contact with confidential information and data relating to the work of the Trust, its patients or employees. You are bound by your conditions of service to respect the confidentiality of any information you may come into contact with which identifies patients, employees or other Trust personnel, or business information of the Trust. You also have a duty to ensure that all confidential information is held securely at all times, both on and off site.
- Disclosure of Information - The unauthorised use or disclosure of information relating to the Trust's activities or affairs, the treatment of patients or the personal details of an employee, will normally be considered a serious disciplinary offence which could result in dismissal. Upon leaving the Trust's employment and at any time thereafter you must not take advantage of or disclose confidential information that you learnt in the course of your employment. Unauthorised disclosure of any of this information may be deemed as a criminal offence. If you are found to have permitted the unauthorised disclosure of any such information, you and the Trust may face legal action.
- Information Quality and Records Management - You must ensure that all information handled by you is accurate and kept up-to-date and you must comply with the Trust's recording, monitoring, validation and improvement schemes and processes.

Professional Standards and Performance Review

As an employee of the Trust you have a responsibility to:

- participate in statutory and mandatory training as appropriate for the post; and
- maintain consistently high personal and professional standards and act in accordance with the relevant professional code of conduct; and
- take responsibility for the maintenance and improvement of personal and professional competence and to encourage that of colleagues and subordinates; and

- participate in the Trust's appraisal processes including identifying performance standards for the post, personal objective setting and the creation of a personal development plan in line with the NHS Knowledge and Skills Framework outline for the post.

Safeguarding Children and Vulnerable Adults

We all have a personal and a professional responsibility within the Trust to identify and report abuse. This may be known, suspected, witnessed or have raised concerns. Early recognition is vital to ensuring the patient is safeguarded; other people (children and vulnerable adults) may be at risk. The Trust's procedures must be implemented, working in partnership with the

relevant authorities. The Sharing of Information no matter how small is of prime importance in safeguarding children, young people and vulnerable adults.

As an employee of the Trust you have a responsibility to ensure that:

- you are familiar with and adhere to the Trust's Safeguarding Children procedures and guidelines.
- you attend safeguarding awareness training and undertake any additional training in relation to safeguarding relevant to your role.

Social Responsibility

The Trust is committed to behaving responsibly in the way we manage transport, procurement, our facilities, employment, skills and our engagement with the local community so that we can make a positive contribution to society. As an employee of the Trust you have a responsibility to take measures to support our contribution and to reduce the environmental impact of our activities relating to energy and water usage, transport and waste.

Continuous Improvement

The Shrewsbury and Telford Hospital NHS Trust is committed to creating a culture that puts Continuous Improvement at the forefront of our transformational journey and our aim is to empower colleagues at all levels have the confidence, capability, passion, and knowledge, to test changes and make improvements at SaTH and in the communities we serve.

Following a successful five-year partnership with the Virginia Mason Institute in the USA, SaTH continues to further develop and embed the Trust's approach to Continuous Improvement at all levels of the organisation. You will be supported by an Improvement Hub, which will provide the necessary expertise to support you make improvements, while also providing training at various stages of your time at SaTH, as part of your continuing professional development.

No Smoking Policy

There is a no smoking policy in operation within the Trust. Smoking within the Trust's premises or within the Trust's grounds is not permitted.

Miscellaneous

This job description is an outline of the key tasks and responsibilities of the post and is not intended to be an exhaustive list. The job may change over time to reflect the changing needs of the Trust and its services as well as the personal development.



EMPLOYER RECOGNITION SCHEME

SILVER AWARD

Proudly supporting those who serve.





PERSON SPECIFICATION

The following pages contain a description of the qualifications, skills, experience, knowledge and other attributes a candidate should ideally possess to successfully perform this role.

QUALIFICATIONS

CRITERIA	ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • MBBS, MB ChB or equivalent medical qualification. • Advanced Life Support (ALS certified) or equivalent 	✓ ✓	

ENTRY CRITERIA & EXPERIENCE

CRITERIA	ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Full Registration and a licence to practise with the General Medical Council (GMC) • Demonstrable equivalent experience and/or completion of NHS Foundation Year 1 and 2 competences. • A minimum of 12 months experience in at least an FY2 post or equivalent. • A minimum of 6 months experience working within the NHS 	✓ ✓ ✓	✓

GENERIC CAPABILITIES FRAMEWORK

AN ACCOUNTABLE, CAPABLE AND COMPASSIONATE DOCTOR

CRITERIA	ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Clinical Assessment: Can assess a patient needs. • Clinical Prioritisations: Can recognise and where appropriate initiate urgent treatment of deterioration in physical and mental health • Holistic Planning: Can diagnose and formulate treatment plans (with appropriate supervision) that includes ethical consideration of the physical, psychological and social needs of the patient • Communication and Care: Can provide clear explanations to patients/carers, agree a plan and deliver healthcare advice and treatment where appropriate • Continuity of Care: Can contribute to safe ongoing care 	✓ ✓ ✓ ✓ ✓	

A VALUABLE MEMBER OF THE HEALTHCARE COMMUNITY

CRITERIA	ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Share the vision: Can work confidentially within the multiprofessional team and where appropriate guide the team to deliver a consistently high standard of patient care based on sound ethical principles • Fitness to practice: Can develop the skills necessary to manage their own wellbeing • Upholding values: Will act as a responsible employee, including speaking up when other do not act in accordance with the values of the healthcare system • Quality Improvement: Has taken an active part in processes to improve the quality of care • Teaching the teacher: Can teach and present effectively 	✓ ✓ ✓ ✓ ✓	

A PROFESSIONAL RESPONSIBLE FOR THEIR OWN PRACTICE AND DEVELOPMENT

CRITERIA	ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Ethics and Law: Can demonstrate professional practice in line with GMC and other statutory requirements • Continuing Professional Development: Can continue to develop practice in line with the job and the evolving requirements of the population 	✓ ✓	

SAFEGUARDING VULNERABLE GROUPS

CRITERIA	ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Recognises and takes responsibility for safeguarding children, young people, and adults, using appropriate systems for identifying, sharing information, recording and raising concerns, obtaining advice and taking action. • Applies appropriate equality and diversity legislation, including disability discrimination requirements, in the context of patient care. 	✓ ✓	

RESEARCH & SCHOLARSHIP

CRITERIA	ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> Keeps up to date with current research and best practice in the individual's specific area of practice, through appropriate continuing professional development activities and their own independent study and reflection. Critically appraises and understands the relevance of the literature, conducting literature searches and reviews; disseminates best practice including from quality improvement projects. Communicates and interprets research evidence in a meaningful way for patients to support shared decision-making. Works towards identifying the need for further research to strengthen the evidence base or where there are gaps in knowledge, networking with teams within and outside the organisation Locates and uses clinical guidelines appropriately. 	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p> <p>✓</p>

OUR VISION AND VALUES

The Shrewsbury and Telford Hospital NHS Trust is an organisation that strives to provide high quality, safe care for our patients in an environment which our staff are proud to work in

Our Vision:

“To provide excellent care for the communities we serve”

Our Values:



OUR VISION

We believe that by adhering to our Vision and working with our Values in mind we can behave in a way which will ensure the right results for the people that matter most – our patients and their families.

OUR VALUES

Our Trust Values provide a guide for our daily lives which we are all expected to uphold, both at work and when we are representing the Trust.

Our Values were developed by staff and our patients, so they represent what is important to us within the organisation and the way we should all behave towards patients, carers, visitors, partners and each other.

You will see our Values throughout the Trust; they are not just words on a page, they represent what we are about here at SaTH. We want patients and their families to say that the care and service they receive from all of us is consistently high-quality, safe, effective and personalised, so the feelings behind the Values shouldn't come as a surprise to anyone working in the NHS.

The reason why it is important that they are clearly written down is so we all know what's expected, and none of us are surprised if we are asked to explain any unacceptable behaviour. Ultimately, if we follow our Values, we will provide services that are better for our patients and better for each other.



Partnering
Ambitious
Caring
Trusted

Royal Shrewsbury Hospital

Telephone: 01743 261000

Minicom: 01743 261213

Address:

Royal Shrewsbury Hospital

Mytton Oak Road

Shrewsbury

SY3 8XQ

Getting to Royal Shrewsbury Hospital

sath.nhs.uk

Princess Royal Hospital

Telephone: 01952 641222

Minicom: 01952 641222 Ext: 4955

Address:

Princess Royal Hospital

Apley Castle

Telford

TF1 6TF

Getting to Princess Royal Hospital