

# **Job Description**

## **Consultant Forensic or General Adult Psychiatrist**

**January 2023**

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<b>1. <u>POST DETAILS</u></b>	
<b>POST &amp; SPECIALTY:</b>	Consultant Forensic Psychiatrist
<b>BASE:</b>	HMP Isle of Wight
<b>EMPLOYER:</b>	Midlands Partnership NHS Foundation Trust
<b>CONTRACT:</b>	Part Time, Consultant contract, MPFT 7 programmed activities, including direct clinical care (5.25 PA's), supporting professional activities (1.75 PA's)
<b>SALARY:</b>	As per Terms and Conditions for Consultants (England) 2003
<b>ACCOUNTABLE PROFESSIONALLY TO:</b>	Medical Director Dr Abid Khan
<b>ACCOUNTABLE OPERATIONALLY TO:</b>	Regional Lead (Inclusion Directorate) Cluster Lead (Inclusion Directorate)
<b>KEY WORKING RELATIONSHIPS:</b>	Line Manager & Operational Accountability: TBC Medical Lead: Dr Matt Tovey Head of Service: Mr Danny Hames Medical Director (RO): Dr Abid Khan Chief Executive : Mr Neil Carr

## **2. INTRODUCTION**

This consultant post is available to provide secondary mental health care to HMP Isle of Wight. This post has arisen following a successful tender process.

The clinical role will cover the prison detailed below, although there may be opportunities in other prisons upon discussion. The post is offered on a 0.7 wte basis.

The post holder must be willing to undertake prison and counter terrorism clearance. They should also have section 12(2) approval.

Although the post holder will work primarily within HMP Isle of Wight with a nominated office base to be agreed upon appointment, MPFT's Headquarters are at St George's Hospital in Stafford and it is expected that the post holder will attend HQ periodically. Where possible, virtual attendance will be facilitated. There will be regular opportunities for peer group support from Forensic Psychiatry colleagues based in other prisons, at the Hatherton Centre (Stafford), Ellesmere House (Stafford) and the Clee Building (Shrewsbury). There is also the opportunity to participate within the Trust's teaching programme and to make use of our Learning Centre. The post holder will link in with the Medicines Optimisation Team and Pharmacy based at Trust HQ in Stafford and will be able to access the Trust's online training, policies and procedures. Regular supervision with the operational lead, Sue Parkes, will ensure that the post holder is up to date with Trust news and is made aware of changes within the organisation and also changes to processes / structures.

Administrative support to the post holder will be provided within the Inclusion directorate. The post holder will be provided with a laptop and a mobile phone and IT support will be provided by HQ.

The post holder is expected to model their role to provide for those prisoners whose mental health needs reach the threshold normally requiring specialist secondary care.

Practice Plus Group hold the contract for healthcare at HMP Isle of Wight (where Inclusion subcontracts for the mental health and psychosocial substance misuse) until 31st March 2030.

## **3. TRUST PROFILE**

Midlands Partnership NHS Foundation Trust was formed on 1 June 2018 following a merger between South Staffordshire and Shropshire Healthcare NHS Foundation Trust and Staffordshire and Stoke on Trent Partnership NHS Trust. The creation of Midlands Partnership NHS Foundation Trust has been an important milestone for local health and social care services.

Midlands Partnership NHS Foundation Trust provides physical and mental health, learning disability and adult social care services across Staffordshire, Stoke-on-Trent and Shropshire. The Trust provides a vast range of community services for adults and children and specialised services such as rheumatology and rehabilitation, which are delivered in venues ranging from health centres, GP practices, community hospitals and people's own homes.

The Trust also provides services on a wider regional or national basis including perinatal, eating disorder and forensic services. It also delivers out of area sexual health services and Inclusion Directorate provides psychological and drug and alcohol services, in the community and in prisons, and has contracts across the country. The Trust also provides genitourinary medicine services.

The Trust serves a population of 1.5 million, over a core geography of 2,400 square miles, and employs around 8500 members of staff.

It has close links with local universities including Keele, Wolverhampton and Staffordshire.

The Trust Board is supported by Managing Directors who manage the services and geographies we cover, as follows:

- Staffordshire Care Group
- Shropshire Care Group
- Specialist Services
- Children and Family Services

### **A Keele University Teaching Trust**

The Trust has close links with Keele University and has been a Keele University Teaching Trust since 2010. What is more, we are very proud that Keele University currently has one of the largest conversion rates to psychiatry training nationwide. The Trust has a well-developed Research and Innovation Department and the post holder will be encouraged to develop research interests.

## **4. INCLUSION**

Inclusion run a wide range of community, residential and prison based services throughout England. Services are characterised by:

- A high level of service user involvement
- Well trained and motivated staff
- A respect for diversity
- A culture of continual improvement
- A culture which promotes partnerships
- An understanding that harm reduction approaches are effective in improving health and reducing offending.

These principles, together with the building of an entrepreneurial culture have underpinned the development of innovative and effective drug and alcohol services.

Although Inclusion's headquarters are in Staffordshire, we provide substance misuse services for service users from the Isle of Wight, the Home Counties and the West Midlands. With this broad geographical base, we view Inclusion as a local provider of services both in the South, East and Midlands. Our Psychological therapy services (IAPT) are delivered to the people of the Wirral and to Thurrock in Essex.

## **5. THE POST**

### **5.1 Working Arrangements**

The post holder will be expected to clinically lead multidisciplinary mental health teams delivering secondary care mental health services to the prison populations of HMP Isle of Wight. This prison has an integrated primary and secondary mental health team with a team leader and access to psychology. The mental health teams within each prison comprise of mental health nurses, administrators and psychologists. The nursing structure is Lead Mental Health Nurse, Senior Nurses and Staff Nurses.

Because of the integrated model, there is also support to the Mental Health Team from Substance Misuse services within the prisons.

MPFT (Inclusion) has a subcontract with Practice Plus Group (PPG) within their healthcare contract in 10 West Midlands prisons – Stafford, Drake Hall, Dovegate, Swinfen Hall, Oakwood, Featherstone, Werrington, Brinsford, Hewell and Long Lartin as well as 5 Yorkshire prisons; Leeds, Wealstun, Askham Grange, Wakefield and New Hall, and HMP Isle of Wight. The subcontract is to provide psycho-social substance misuse services, primary and secondary mental health care, psychiatry and psychology. The care delivery model is an integrated model; this means the integration of primary and secondary care mental health as well as psychosocial substance misuse services. Within this model all staff work as one team and will provide elements of all types of provision although people retain their specialisms.

As well as the management structures within the Trust and the Inclusion directorate, there is a Mental Health Lead in each prison who reports to the Head of Healthcare within the prison.

## **5.2 Prison**

### **HMP Isle of Wight**

HMP Isle of Wight is a Category B men's prison that was, in 2009, formed by the merger of HMP Albany and HMP Parkhurst and is located just outside Newport, Isle of Wight. There are over 1000 prisoners across the site; predominantly convicted of sexual offences.

#### **Address:**

HMP Isle of wight  
55 Parkhurst Road

Newport

PO30 5RS

### **5.3 Clinical leadership and medical management**

The successful candidate will attend quarterly meetings for psychiatrists providing support to the prisons within our directorates. These meetings will address governance issues as well as offering a forum for continuing medical education.

The post holder will have the opportunity to engage in management meetings in prisons for the purpose of ensuring high quality patient care.

As well as the management structures within the Trust and Inclusion directorate, there is a Mental Health Lead in each prison who reports to the Head of Healthcare.

The post holder will be expected to contribute to service development and to participate in management activities within the Directorate.

The post holder will contribute to clinical governance and will have responsibility for setting and monitoring standards. The successful candidate will contribute to audit and the achievement of CQUINS.

There are opportunities to undertake the role of clinical and educational supervisor to higher specialty trainees within this role

### **5.4 Appraisal & Job Planning**

To support revalidation, the post holder will be appraised on an annual basis. Appraisal is well established within the Trust with the consultants being actively involved in the design and monitoring of appraisal system. This is administered

through the medical directorate and there are a number of nominated consultants trained to carry this out.

A job plan meeting will be held within the first three months of appointment.

## **5.5 Teaching and Training / CPD**

In 2010 the trust was officially recognised as a Keele University Teaching Trust.

Dr Rob Dennis is the academic lead in South Staffordshire.

Dr Indraneel Ray is the TPD for higher training within forensic Psychiatry and would provide support for clinical and educational supervisors with forensic psychiatry trainees

Dr Mohammed Gul is the associate medical director for education within MPFT

There are a number of medical student support tutors in South Staffordshire and in Shropshire; three of the support tutors are consultant forensic psychiatrists.

The post holder will be invited to join and to contribute to the forensic directorate's teaching program and teaching activities in the wider Trust. There will be opportunity to be involved in medical student teaching and to provide support to undergraduates at Keele University, as well as to be involved in the teaching and supervision of senior trainees from the West Midlands' Higher Training Scheme in Forensic Psychiatry who may offer sessions to the prisons as part of their training or, indeed, undertake a period of their training wholly within the prisons.

The post holder will also be expected to support the delivery of a training programme for multidisciplinary colleagues in the Inclusion Directorate.

The post holder will be expected to comply with CPD arrangements as described by the Royal College of Psychiatrists and should be in good professional standing for CPD. As an integral part of this process, the post holder will be expected to take part in regular peer group meetings - forensic psychiatrist colleagues host a peer group virtually once every 3 months.

The Trust will support CPD activities including study leave and appropriate funding. The composition of the job plan will be agreed upon appointment.

Library facilities are provided at the Learning Centre, St George's Hospital in Stafford and at the Redwoods Centre. Facilities for literature searching and access to the internet are available.

The Trust runs a weekly post-graduate medical education programme in which you are encouraged to take part. There is also a weekly teaching programme attached to the West Midlands Forensic Psychiatry Specialty Training Scheme that you are encouraged to take part in.

This post does not currently have a psychiatry trainee attached, but this position can be explored by the post holder

## **5.6 Research**

MPFT has a Professorial Unit under the leadership of Professor S. Farooq. It is a learning organisation which supports research and continuing professional development.

The post holder will have the opportunity to be actively encouraged in relevant audit activity. The directorate holds monthly clinical governance meetings to agree standards, to implement activities for improved clinical practice and to inform service developments.

## **Mental Health Act 1983 Requirements**

The post holder will be required to be approved under Section 12 (2) of the Mental Health Act 1983 (as amended) and have Approved Clinician status.

### **5.7 Secretarial Support & Office Facilities**

The successful candidate will be provided with dedicated office space at the nominated prison base (to be agreed upon appointment) and they will also receive administrative support from the central admin team. In addition, office space will be made available when visiting Inclusion HQ at St George's Hospital in Stafford; here they will also have access to a network computer and will be able to avail themselves of administrative / secretarial support.

### **5.8 Principle Duties of Post Holder**

This list is not intended to be exhaustive and will be subject to a job planning meeting with the Medical Lead and Operational manager.

The post holder will undertake assessments and management of prisoners within the identified prisons.

If transfers are required to hospitals, to liaise with secure hospitals and arrange timely transfer of care.

The post holder will work collaboratively with multidisciplinary colleagues to provide high quality evidence based care to patients in HM prisons.

The post holder will have regard to NICE guidelines and best practice in the delivery of high quality care.

The post holder will have expertise in risk assessment and management and will be encouraged to provide care within a recovery framework.

Patients with severe and enduring mental illnesses will be managed in accordance with the Care Program Approach.

The post holder will support the delivery of a training programme for colleagues within the Inclusion Directorate.

### Indicative Job Plan

- The job plan will include 5.25 PAs for direct clinical care and 1.75 PAs for supporting professional activities.
- It is usual that in any clinic you will assess 2 new patients, or 4 follow up patients, or a combination thereof.
- Consultants are not expected to carry a caseload of patients
- Admin time – through consultation with the Medical lead and Operational manager administrative work can be done from home.
- Each post will have the following components: -
  - 3.5 PA's - clinical sessions used for clinics (including MDT or MPCCC meetings)
  - 1.75 PA's – Admin time for the clinics
  - 1.75 SPA's

	Monday	Tuesday	Wednesday	Thursday	Friday	Total DCC	Total SPA
am	Admin <b>1 PA</b>	Clinic at Isle of Wight <b>1 PA</b>	Clinic at Isle of Wight <b>1 PA</b>		SPA (inclusive of audit and quality improvement work) <b>0.75 PA / Admin 0.25 PA</b>	5.25 (3.5 clinics; 1.75 admin time)	1.75

pm	SPA (inclusive of CPD)  <b>1 PA</b>	Clinic at Isle of Wight  <b>1 PA</b>	Clinic at Isle of Wight (fortnightly)  <b>0.5 PA /</b> Admin (fortnightly)  <b>0.5 PA</b>				
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**NOTE – Please note that this is indicative time table only, setting out the sessions. Final timetable to be agreed with the Medical Lead and Operational Manager.**

### **Clinical Governance**

The post holder will contribute to clinical governance and have responsibility for setting and monitoring standards.

There are governance meetings in each prison as well as regional and national meetings. There are also MPFT governance meetings. The consultant can raise concerns within the prison via the Mental Health Lead and Head of Healthcare, but also through MPFT via the Regional lead or the Medical Lead. In the first instance, it is envisaged that concerns be raised within the local mental health team and then escalated if required.

The post holder will also have the opportunity to participate in clinical audit and the continual evaluation of the service with a view to planning future service developments.

### **General Duties**

To comply with Trust policies and procedures

To work within the requirements of service contracts agreed with our purchasers, including compliance with nationally agreed quality standards such as the Patients Charter

To cover consultant colleagues during periods of annual leave or short-term sickness absence

To be sufficiently flexible to meet the changing needs of the service and to take part in planning their local service

To support revalidation, the post holder will be appraised on an annual basis. Appraisal is well established within the Trust with the consultants being actively involved in the design and monitoring of appraisal system. This is administered through the medical directorate and there are a number of nominated consultants trained to carry this out.

To take part in a peer group, which will meet regularly.

To work with commissioners, GPs, local authority and education and private/voluntary sectors in planning and provision of service

To communicate with all key partners in an appropriate and timely way; including patients and carers.

To be involved in the assurance that NICE guidelines and best practice are being implemented within the team

To utilise the Care Programme Approach in the assessing and treatment of service users and their carers

To be recovery focused

To develop good working relationships with medical staff and other colleagues within the Trust

To abide by the safety practices and codes authorised by the Trust. There is an equal responsibility with management to maintain safe working practices for the health, safety and wellbeing of yourself and others.

To ensure confidentiality at all times, only releasing confidential information obtained during the course of employment to those acting in an official capacity in accordance with the provisions of the Data Protection Act and its amendments.

The post holder will act in such a way that at all times safeguards the health and wellbeing of children and vulnerable adults. Familiarisation with and adherence to Trust Safeguarding policies is an essential requirement of all employees as is participation in related mandatory/statutory training

To work in accordance with the Trust's policy to eliminate unlawful discrimination and promote diversity in the workplace and to positively promote at all times equality of opportunity in service delivery and employment for patients and staff in accordance with the Trust's policies, to ensure that no person receives less favourable treatment than another on the grounds of any personalised characteristic.

To maintain an up to date awareness of the infection control precautions relevant to their area of work and implement these in practice. As a minimum, this must include hand hygiene, the use of personal protective equipment, the use and disposal of sharps and communicating the importance to patients, prison staff and other health care staff you are working with. Details of the precaution and sources of advice and support to assess and manage infection control risks are provided through mandatory training which all staff must attend at intervals defined in the Trust policy on mandatory training and can be found in the Trust's infection control policies and national guidance such as that published by NICE.

To operate in the best interests of the patients and the team with transparency, including the use of a shared electronic diary

To continue to develop and improve the team through new ways of working, including supervision of non-medical prescribers and development of that role.

### **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 agreement, 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.

The Trust is willing to support external duties, for example work with the Royal College of Psychiatrists, subject to approval from your line manager and medical lead and subject to appropriate job planning.

You are encouraged to take an active role in the Trust's local Medical Advisory Committee (MAC) meetings which are held monthly and are currently subject to review. There are quarterly 'big' MACs held trust-wide which you are encouraged to attend.

### **On-call Arrangements**

There is no on call work attached to this post.

### **Annual Leave**

Annual Leave arrangements are as per the Terms and Conditions of Service for Consultants (2003). You are entitled to 32 days per year on a pro rata basis

Nominal cover for annual leave can be provided by other consultant colleagues working within the Inclusion directorate

### **Study Leave**

The study leave entitlement is 30 days over 3 years

Nominal cover for study leave can be provided by other consultant colleagues working within the Inclusion directorate

The Trust will only be able to reimburse up to two pre-interview visits for short listed candidates.

## **Wellbeing**

- ❖ Occupational health: The Trust takes the wellbeing of all staff very seriously and the post holder will be able to avail themselves of a free, confidential support and counselling service. Staff are able to self-refer to a range of services including professional mediation and support following traumatic / distressful or other untoward incidents including investigations. Occupational Health support is well established and easily accessible directly or via line management. Local occupational support to the post holder is provided by Team Prevent, Stonefield House, St Georges Hospital, Corporation Street, Stafford, Staffordshire, ST16 3SR. Telephone 01327 226920. Email: [cs-c@tphealth.co.uk](mailto:cs-c@tphealth.co.uk)
- ❖ Systems are in place in the service to support any member of staff following serious incidents. The post holder will be supported by the Team Lead together with the Medical Lead or Medical Director. The post holder will be able to access Care First 24/7 telephone counselling support should they require it.
- ❖ If there are changes to the pre-agreed workload (e.g. unexpected cover of a different unit/service outside the casual cross-cover arrangement) a timely meeting with the line manager before cover starts will enable discussion of the feasibility of the change within the constraints of needing to manage a safe workload. Additional support will be sourced if required. A timely job plan adjustment will be arranged if a new working arrangement is to proceed.
- ❖ The Trust has several initiatives to support wellbeing that the post holder is encouraged to participate in. These currently include flexible working options. There is an on site nursery, Staff Counselling Service, Cycle to Work Scheme, Microsoft Office, NHS Benefits, including shopping discounts and offers and wellbeing events including “Soothe” resources.
- ❖ The post holder will be part of a consultant peer group who meet regularly.

The Trust will publish an annual equality and inclusion report which will include the progress made in relation to the commitment and compliance to equality and inclusion. The purpose of the report will be to gain an understanding and direction of the work delivered and in progress. The report will provide assurance that legal compliance in relation to the Equality and Inclusion agenda is being met and we are promoting the Trust as an exemplar employer and provider organisation.

## **6. TERMS AND CONDITIONS OF SERVICE**

- Appointment is subject to the Terms and Conditions of Consultants' (England) 2003 as amended from time to time.
- Although work for the Trust is covered by the Medical Indemnity Scheme, the post holder is strongly advised in his/her own interest to obtain/maintain additional appropriate cover from a protection or defence organisation.
- Removal expenses, as outlined in the Trust's Relocation and Expenses procedure, will be reimbursed up to an agreed limit. Partial repayment is expected if the employee leaves within two years.
- The appointment will be subject to the Trust's pre-employment checks as outlined in the Trust policy.
- The post holder will be entitled to annual leave and study leave as per national terms and conditions

## **7. VISITS**

Prospective candidates are encouraged to contact:

Dr Matt Tovey, Medical Lead, Inclusion Prisons Directorate: 01785 221 559

Ms Sue Parkes, Clinical Lead, Inclusion, 01785 221 662

Dr Abid Khan, Consultant Psychiatrist/Medical Director: 01785 257 888

Mr Danny Hames, Head of Inclusion 01785 221 662

Mr Neil Carr, Chief Executive: 01785 257 888

## Person Specification

	ESSENTIAL	DESIRABLE
<b>EDUCATION AND QUALIFICATIONS</b>	<p>Recognised basic medical degree.</p> <p>Full GMC registration.</p> <p>CCT in Forensic or General Adult Psychiatry</p> <p>OR</p> <p>Eligible for inclusion on the Specialist Register (higher trainees should be within six months of CCT at the time of interview)</p> <p>Previous prison psychiatry experience</p>	<p>Masters or other qualifications</p>
<b>CLINICAL AND PROFESSIONAL COMPETENCE</b>	<p>Hold Approved Clinician (AC) status (or be eligible for approval)</p> <p>Experience of working in UK prisons</p> <p>Approved Clinician status</p>	<p>Formal training in the use of risk assessment and diagnostic tools</p> <p>Expertise in the diagnosis of personality disorder and /or psychopathy.</p> <p>Evidence of reflective practice/portfolio</p>

	<p>Commitment to CPD and peer supervision</p> <p>Ability to travel between Trust / prison sites.</p> <p>An awareness of LEAN methodology</p> <p>A high level of expertise in risk assessment and management</p> <p>Ability to manage own time and to prioritise clinical workload</p> <p>A willingness to cover for colleagues' annual leave and short term sickness</p>	<p>Knowledge of recent developments and drug advances in psychiatry</p>
<b>MANAGEMENT SKILLS</b>	<p>Significant experience of multidisciplinary and inter-agency working</p> <p>A willingness to participate in Directorate and management team meetings</p> <p>Demonstrate an understanding of the current policy context within the NHS.</p> <p>An ability to work with Trust management in the spirit of mutually supportive cooperation</p>	<p>Must be committed to developing skills in other team members</p> <p>Evidence of first-hand experience of developing services in a constantly changing environment and under tight budgetary constraints</p> <p>An understanding of contracting, finance and activity monitoring</p> <p>Motivational skills</p>

		<p>Commitment to service development</p> <p>Evidence of leadership skills</p> <p>Experience of undertaking investigations</p>
<p><b>COMMUNICATION AND INTER- PERSONAL SKILLS</b></p>	<p>Reliability and honesty</p> <p>Effective communicator verbally and in writing</p> <p>IT skills including using the internet and PowerPoint.</p> <p>Effective ambassador for forensic psychiatry</p> <p>Ability to form warm and effective team-oriented relationships with other professionals, especially colleagues within the speciality</p> <p>Committed to team development and team working</p> <p>Committed to developing skills in other team members, for example nurse prescribers</p>	

	<p>Ability to reflect on own practice and learn from experience particularly participating in learning from serious untoward incidents</p> <p>Demonstrable ability to relate well to patients and their families</p> <p>Willingness to represent the Directorate at Trust wide meetings and in discussions with partner agencies and commissioners</p>	
<b>TRAINING AND RESEARCH</b>	<p>Experience of teaching and training junior doctors and other professionals</p> <p>Commitment to and experience of undergraduate and postgraduate learning and teaching.</p> <p>Experience of undertaking audit and other Clinical Governance activities</p> <p>Ability to critically appraise published research</p>	<p>Recent supervision training/experience</p> <p>Experience in different teaching methods</p> <p>Participation in case presentations</p> <p>Organisation of further teaching programs in medical or multi-professional education</p> <p>Currently undertaking audit and a published audit project</p> <p>Understanding of research methodology</p> <p>Experience of involvement in a research project and an interest in research</p>

<b>HOW WE LIVE OUR VALUES</b>	<p>Ability to demonstrate the positive application of our core behaviours;</p> <ul style="list-style-type: none"> <li>• Respectful</li> <li>• Honest and Trustworthy</li> <li>• Caring and Compassionate</li> <li>• Taking the time to talk and listen</li> <li>• Working together and leading by example</li> </ul>	
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