



PERSONNEL SPECIFICATION

JOB TITLE AND BAND:	Locum Appointment for Service - CT1/2 Level
DEPARTMENT / DIRECTORATE:	General Surgery/Urology
LOCATION:	Altnagelvin Area Hospital, Londonderry
DATE:	June 2024

Notes to applicants:

- You must clearly demonstrate on your application form under each question, how you meet the required criteria as failure to do so may result in you not being shortlisted. You should clearly demonstrate this for both the essential and desirable criteria.*
- Shortlisting will be carried out on the basis of the essential criteria set out in Section 1 below, using the information provided by you on your application form. Please note the Trust reserves the right to use any desirable criteria outlined in Section 3 at shortlisting. You must clearly demonstrate on your application form how you meet the desirable criteria.*
- Proof of qualifications and/or professional registration will be required if an offer of employment is made – if you are unable to provide this, the offer may be withdrawn.*

ESSENTIAL CRITERIA

SECTION 1: The following are **ESSENTIAL** criteria which will be measured at shortlisting stage and may be further explored at the interview / selection stage. You should therefore make it clear on your application form how meet the following criteria. Failure to do so may result in you not being shortlisted.

Factor	Criteria	Method of Assessment
Qualifications/ Registration/ Experience	Must have Full Registration and License to Practice with the GMC AND Have completed Foundation Training or equivalent	Shortlisted from Application Form

SECTION 2: The following are **ESSENTIAL** criteria which will be measured during the interview/ selection stage:

Knowledge	Specific skills or knowledge relevant to the specialty	Interview
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	Aware of own limitations	
Special Aptitudes	Good Communications skills Ability to work as a member of a team Initiative	Interview

DESIRABLE CRITERIA

SECTION 3: the following will **ONLY** be used where it is necessary to introduce additional job related criteria, and is dependent upon the number of applications received. You should therefore make it clear on your application form how you meet these criteria. Failure to do so may result in you not being shortlisted.

Factor	Criteria	Method of Assessment
Additional Experience	Experience in General Surgery	Shortlisting by Application Form
Special Aptitudes	Interest in research	Interview

If this post is being sought on secondment then the applicant **MUST** have the permission of their line manager **IN ADVANCE** of making application.

THE TRUST IS AN EQUAL OPPORTUNITIES EMPLOYER



JOB DESCRIPTION

- JOB DESCRIPTION** - Locum Appointment for Service - CT1/2 Level
- DEPARTMENT** - General Surgery/Urology
- LOCATION** - Altnagelvin Area Hospital

PURPOSE OF ROLE

To support Consultants in the provision of care to patients in Western Health & Social care Trust.

DUTIES OF POST

General care of all patients in Wards 3, 4, 31 and 32 and General Surgical patients in outlying wards.

To assist at Out-patient Clinics and operating sessions.

May be asked to do minor surgical procedures in the Day Case Unit.

Will be required to take part in the General Undergraduate and Postgraduate teaching. May be required to assist in the teaching of Nurses.

Will be expected to participate in Clinical Research projects as directed.

KEY ORGANISATION RELATIONSHIPS:-

The post holder will liaise with medical colleagues, nurses and other staff providing the range of services within the Trust.

The post holder will be managerially accountable to the Clinical Lead and clinically accountable to and reporting to his/her Consultant.

THE WORK OF THE DEPARTMENT

It is a busy Department with its own Wards (Wards 7, 31 and 32), Theatre, Out-Patients and a purpose built Day Case Unit including Endoscopy Suite.

Day to day work in the Surgical Wards with ward rounds, operating sessions and Out-Patient Clinics and General Surgical patients in out lying wards.

STAFFING CONSULTANTS

General Surgery

Mr A Gidwani	Mr M Harron
Mr Z Mzimba	Mr Skelly
Mr T White	Mr Marzouk
Mr P Diggin	Mr Lawther
Ms K Boyce	Mr McIlmunn
Mr Elshafie	Mr Bahli

OTHER MEDICAL STAFF

Urology

Mr C.K Mulholland	Ms K Randhawa
Mr F J Schattka	Mr D Safar
Mr A MacLeod	Mr F Subin
Mr R Fiala	Mr N Grimes

Other Medical Staff for General Surgery

1 Associate Specialist	10 FY2's/CT1/CT2/StR1/StR2/LAT1/LAT2
4 StR3+	14 Foundation House Officers Year 1
2 Trust Assistant Surgeons	

Other Medical Staff for Urology

3 Specialty Doctors (1 Agency)	2 StR3+	1 CT1/CT2
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STUDY AND TRAINING

Junior Doctors are expected to participate in the active teaching programmed at the hospital. This includes tutorials, case conferences and journal clubs as well as weekly Perinatal meetings and other Medical Audit activities.

Library facilities are available (Branch Library Queen's University Medical Faculty), with a wide range of Journals and textbooks in all specialties. The location of the library is in the Multi- disciplinary Education Centre, Altnagelvin Area Hospital which is open as follows:-

9.00am to 8.00pm Monday/Tuesday/Wednesday

9.00am to 5.00pm Thursday/Friday

9.00am to 5.00pm Thursday/Friday

9.30am to 1.00pm Saturday

Specialised training programmes, e.g. interview skills, may be available if there is sufficient demand.

Study leave will be considered in accordance with the regulations and is subject to approved arrangements having been made for your duties to be carried out in your absence.

Weekly Teaching Postgraduate Programme.

All leave must be applied for 6 weeks prior to required dates.

THE HOSPITAL

Altnagelvin Area Hospital is an acute hospital which offers a range of services, including a 24-hour Accident and Emergency Department and is one of Northern Ireland's five designated cancer units. It has approximately 482 inpatient beds and approximately 36 day case beds.

Altnagelvin Area Hospital is currently undergoing a major redevelopment programme and information regarding location of services, specialty wards will be subject to change over the lifetime of the project.

The main hospital building consists of a tower block with a number of adjoining extensions accommodating the outpatients department, day case unit, medical imaging, theatres, surgical wards, maternity ward, oncology unit, physiotherapy department. There are also separate buildings such as the Renal Unit, Spruce House, Anderson House, Breast Screening Unit and the laboratories and pharmacy building.

MAIN CONDITIONS OF SERVICE

This post will be subject to the Terms and Conditions of service for Hospital Medical and dental Staff as agreed for Northern Ireland.

The post is whole-time appointment

You will now be automatically enrolled into the Pension Scheme as of your start date. If you do not wish to pay into the pension you can opt out by logging into the HSC Pensions website at the following address and downloading the appropriate form. www.hscpensions.hscni.net

The passing of a medical examination is a condition of the appointment.

The Western Health and Social Care Trust is financially responsible for medical negligence occurring in the course of a practitioner's Health Service Employment. A practitioner will be responsible for making his or her own arrangements to provide cover for non-NHS work. (APPOINTEES ARE ADVISED TO BECOME A MEMBER OF A MEDICAL PROTECTION AGENCY).

RESEARCH

Each unit has its own on-going clinical research and participation will be welcome. Central funds may be available to assist approved research.

MONITORING

The Trust is contractually obliged to monitor junior doctors New Deal compliance and you are contractually obliged to co-operate with those monitoring arrangements. The Trust must collect and analyse data sufficient to assess hours' compliance, therefore when the Trust reasonably requests you to do so, you must participate on either the on-line monitoring system or monitoring diary completion as requested.

General Duties

- 1 Employees of the Trust will be required to promote and support the mission and vision of the service for which they are responsible.
- 2 Develop and maintain good communication with all levels of management and build partnerships with the wider HPSS, NHS and external organisations in the promotion of the Trust.
- 3 Carry out their duties and responsibilities in compliance with health and safety policy and statutory regulations.
- 4 Participate in grievance and disciplinary processes as required.
- 5 Promote equality of opportunity through his/her own actions and ensure this policy is adhered to by staff within your area of responsibility.

GENERAL RESPONSIBILITIES:

HSC Code of Conduct for Employees

The Code sets out the standards of conduct expected of all staff in the Western Health & Social Care Trust and presents standards of conduct and behaviours required during and after employment with the Trust. Professional staff are expected to follow the code of conduct for their own professions as well as this code.

Service Quality

Western Health and Social Care Trust is committed to providing the highest possible quality of service to all patients, clients and community through supporting and contributing to Trust quality initiatives. Employees are expected at all times to provide a caring service and to treat those with whom they come into contact in a courteous and respectful manner.

Personal & Public Involvement

Staff members are expected to involve patients, clients, carers and the wider community where relevant, in developing, planning and delivering our services in a meaningful and effective way, as part of the Trust's ongoing commitment to Personal and Public Involvement (PPI).

Please use the link below to access the PPI standards leaflet for further information.

http://www.publichealth.hscni.net/sites/default/files/PPI_leaflet.pdf

Conduct

Employees must at all times abide by Trust policies and procedures and the terms of their contract of employment. They must conduct themselves with impartiality, integrity, objectivity and honesty and maintain high standards of personal and professional accountability.

Performance

Employees are expected to demonstrate commitment to the Trust by ensuring regular attendance at work and efficient completion of duties.

Risk Management

Employees must ensure that they comply with any risk management responsibilities specific to their post, and as set out in the Trust's Risk Management Strategy.

Governance

The Trust is committed to the development and implementation of systems under Integrated Governance to ensure continuous improvement in the quality of services provided. Employees will be expected to co-operate and work with such systems.

Records Management

All employees of the Trust are legally responsible for all records held, created or used as part of their business within the Trust including patient/client, corporate and administrative records whether paper based or electronic and also including emails. All such records are public records and are accessible to the general public, with limited exceptions, under Freedom of Information Act 2000, the Environmental Information Regulations 2004 and Data Protection legislation. Employees are required to be conversant with the Trust's policy and procedures on records management and to seek advice if in doubt.

Confidentiality

All information concerning patients and staff must be held in the strictest confidence and may not be divulged to any unauthorized person.

Equality & Human Rights

Employees must ensure that equality and human rights issues are addressed within the post holder's area of responsibility in accordance with the Trust's Equality Scheme.

Health and Safety

Employees should note that under Health & Safety at Work Legislation they are required to take all reasonable steps while at work to ensure their own health and safety and the health and safety of those who may be affected by their acts or omissions at work.

Smoking, Alcohol & Health

The Trust operates policies on smoking, alcohol and health.

Environmental Cleanliness

The Trust promotes a culture of cleanliness and has adopted a partnership and collaborative approach that recognises cleanliness as the responsibility of everyone, cascading throughout every level of the organisation.

Infection Prevention & Control

The Trust operates a zero tolerance policy to preventable healthcare associated infections and the post holder is required to comply with all extant infection prevention policies, guidelines, protocols and procedures.

The Trust is an Equal Opportunities Employer.

The duties and responsibilities outlined in the above job description are not intended to be definitive nor restrictive, and may be amended to meet the changing needs of the Trust.

Whole Hospital Policies apply.

ALL DOCTORS ARE REQUIRED TO:

- 1. UNDERTAKE RESUSCITATION TRAINING AND OTHER STATUTORY/CLINICAL TRAINING SESSIONS**
- 2. PARTICIPATE IN AUDIT.**

FAILURE TO DO SO EXCEPT IN CASES OF CLINICAL NEED MAY BE HIGHLIGHTED IN FUTURE EMPLOYMENT REFERENCES.

June 2024