



# Job Description and Person Specification



## Job Description

<b>Job Title</b>	Fixed Term Consultant in Infectious Diseases and General Internal Medicine
<b>Department</b>	Infectious Diseases and General Internal Medicine
<b>Division</b>	Medicine
<b>Location / Hospital Site</b>	Royal Sussex County and must be prepared to travel to all sites within the Trust
<b>Payscale</b>	£93,666 - £126,281 per annum
<b>Basic Hours</b>	10PAs per week
<b>Responsible to</b>	Dr Dan Agranoff – Clinical Lead for Infectious Diseases
<b>Accountable to</b>	The Chief of Service for Medicine Division – Mr Mark Edwards

## Role Summary

We are looking for a Fixed Term Consultant in Infectious Diseases to join our professorial unit of 12 Infection specialists (comprising ID physicians and microbiologists).

The post will be available for 6 months in the first instance, with the possibility for extension to a total period of up to 2 years.

Our clinical activity is based across two principal sites: the Royal Sussex County Hospital (RSCH) in Brighton and the Princess Royal Hospital (PRH) in Haywards Heath; University Hospitals Sussex (East) NHS Foundation Trust (UHS). UHS East is the regional centre for infectious diseases, nephrology, neurosciences, cardiology, vascular surgery, HIV, paediatrics, ophthalmology, obstetrics and oncology, and is a level 1 trauma centre.

### **New inpatient ID Unit**

We are about to move into a new purpose-built 24-bed in-patient Infection unit in the '3Ts' phase 1 development. This incorporates 8 negative pressure rooms for patients with high-risk airborne infections and 16 additional isolation rooms including 2 designed specifically for patients with bariatric needs. The new unit also incorporates 3 outpatient consultation rooms from which we will run both our routine and rapid access outpatient clinic services.

### **Regional Specialist Infectious Diseases Centre**

We have recently been awarded the status of Specialist Regional Infectious Diseases Centre (SRIDC), part of a national network of regional units providing surge capacity for newly emerging outbreaks and a hub of infectious diseases expertise and tertiary care infectious diseases services providing specialist advice to a network of regional Trusts. As the SRIDC, we will be the main Infection hub for the South East of England outside London. We are able to offer expertise in solving complex diagnostic problems, management of tropical and other

imported infections, tuberculosis, HIV, bone and joint infections, infection control and hospital epidemiology as well as in antibiotic stewardship. We are already the hub for infection training in KSS and our new status will help strengthen our training programme and contribute to attracting future high calibre applicants.

### **This post**

We are looking for applicants with interests and expertise in the following areas:

- Delivery of an integrated Infection service comprising:
- Ongoing inpatient care of patients with infections
- Rapid Access Infectious Diseases (RAID) clinic - once we move into the new building we anticipate increasing the frequency of these clinics.
- Infection Consults - this post is intended to support the extension of this service

The successful applicant will place a strong emphasis on continuity of care and will demonstrate a commitment to an integrated approach to diagnostic problem-solving.

This exciting post has been developed in response to the expansion of the Infection service, our recent designation as an SRIDC and the need to reinforce the resilience and responsiveness of our Infection services in the longer term.

We are looking for an individual who is an outstanding clinician who wants to embrace the opportunities offered by working in a department like ours in an acute teaching hospital with a strong commitment to clinical excellence, teaching and research, high quality patient experience, top quartile performance in outcomes and efficiency and good staff morale. In return we expect our consultants to lead by example and use every opportunity to help us improve what we do and strengthen our reputation.

The current post is open to those who have accreditation in both Infectious Diseases and General Internal Medicine. The successful post holder will also provide weekend cover for the ID wards and endocrinology wards on a rotational basis.

We have strong links with Brighton and Sussex (BSMS) Medical School and both the University of Sussex and University of Brighton. The department is affiliated to the BSMS NIHR/Wellcome Trust funded Centre for Global Health Research. Our research interests embrace the molecular epidemiology of healthcare associated and antimicrobial-resistant infection and antibiotic stewardship, Tuberculosis, COVID-19 infection amongst others, while our Global Health Research Centre hosts interdisciplinary research into a range of conditions including malaria, TB, HIV and neglected tropical diseases including podocytosis.

We contribute widely to NIHR research studies and all consultants are encouraged to take on PI roles in studies on the infection portfolio. We also encourage each other to develop our own clinical research and opportunities exist to supervise undergraduate and postgraduate research projects through our partner universities. We host NIHR-funded academic foundation, clinical fellow, and clinical lecturer posts.

The department makes a substantial contribution to undergraduate teaching and all of us contribute through designing, updating, and delivering an innovative programme covering the undergraduate curriculum, encompassing core knowledge on pathogens, syndromes, and antimicrobials as well as principles of infection prevention, antimicrobial stewardship and

global health (see below). BSMS is one of the most popular medical schools in the UK and achieved an overall satisfaction rate of 96% in the 2020 National Students Survey for medical schools.

### **Infection services at RSCH/PRH**

RSCH is the regional hub for Infection services for Kent, Surrey, and Sussex. Our department delivers an integrated infection service (provided by both ID physicians and microbiologists) to the Trust as well as tertiary services for surrounding hospitals in the region. We are currently 12 infection specialists with diverse interests and areas of expertise including 7 clinical academics (a Professorial Unit comprising 4 Clinical Professors and 3 Senior Lecturers spanning ID and laboratory microbiology expertise), 2 NHS ID-GIM physicians, 2 NHS joint-accredited MM-ID consultants, an NHS Virologist and an NHS Microbiologist. We maintain close working relationships with the HIV/Sexual Health team, with whom we share inpatient beds, clinical meetings and provide cross cover at junior and middle grade levels. We plan to strengthen our collaboration with the HIV team in the future as we move into joint facilities in the new hospital.

The Infection physicians run the 24-bed integrated Clinical Infection Unit accommodated on a single level (level 6) in the recently completed state-of-the-art Louisa Martindale Building. The unit comprises 24 single rooms, of which 8 are negative pressure isolation rooms. There are daily ward rounds and consult services. There is a weekly routine ID clinic and Rapid Access ID clinics run from an outpatient suite adjacent to the wards. Two of the ID consultants also work closely with the Acute/General Internal Medicine team and provide additional infection advice at the 'front door'. There is a regular (monthly) programme of audit and governance, attended by all the consultants and junior team and weekly clinical/academic meetings where new research ideas/outcomes and interesting clinical cases are discussed. The infection service incorporates a multidisciplinary antimicrobial stewardship team, supported by a dedicated antimicrobial pharmacist and one of the ID consultants, providing focused antimicrobial advice to the AAU and specialty wards. We also run a well-established OPAT service. There is one WTE band 8b pharmacist who is supported by a rotational band 7 pharmacist.

This fixed term consultant post will contribute to the provision of a high quality, comprehensive and efficient Infection service including inpatient and outpatient activities, Infection Prevention & Control (IPC), Antimicrobial Stewardship (including antifungal stewardship) and Outpatient Parenteral Antibiotic Therapy (OPAT) services to RSCH/PRH and other users, including existing ICS commissioners. The Trust hosts a range of regional and tertiary services which demand high-level input from the Infection Unit including HIV services, the regional renal unit, level 1 Trauma Centre, cardiothoracic, neurosurgery and Orthopedic units, vascular surgery, Hematology, oncology, the Sussex Eye Hospital and the Royal Alexandra Children's Hospital.

### **Infection Prevention & Control (IPC)**

The Chief Nurse acts as Director of infection and prevention (DIPC) with assistance from an Associate DIPC. There are 2 Infection Control Doctors and 5.6 WTE infection control nurses within the team. The infection control doctors lead and liaise with the duty microbiologist and virologist on a day-to-day basis in terms of infection control.

## **Clinical Meetings**

There are several meetings where the infection team gets together including the weekly infection handover meeting on Mondays, weekly clinical infection meeting on Fridays, the Radiology MDT on Wednesdays as well as monthly governance meetings and operational meetings. There are regular monthly antibiotic stewardship group meetings jointly chaired by a microbiologist and an ID physician.

## **Microbiology Laboratories**

UHSx have two microbiology laboratories: one at RSCH, Brighton, and one at St. Richard's hospital, Chichester. The lab at RSCH services Brighton and PRH sites, alongside a smaller laboratory at Princess Royal Hospital (PRH) in Haywards Heath. It provides an extensive Microbiology/Virology diagnostics service, including a state-of-the-art molecular diagnostic laboratory, to our primary care commissioners and to the Trust's secondary and tertiary services. The laboratory is a Public Health Laboratory, with service level agreement between the Trust and the PHE. The Environmental Microbiology Unit (EMU) services are under Trust management and are housed in a laboratory on the PRH site. We have full UKAS accreditation for bacteriology, virology and EMU laboratories. The laboratory is accredited by the IBMS as a training laboratory for bacteriology and virology. The laboratory participates in a comprehensive range of proficiency testing schemes (UKNEQAS).

## **Departmental Facilities and Workload**

The post-holder will participate in a 1 in 8 weekend and bank holiday cover rota (09.00—14.00) and will be responsible for both ID and GIM cover on the infectious diseases and a GIM (endocrinology) ward. There is currently no requirement to participate in the general medical take. The role will comprise of 10 PAs as follows: 8 PA - DCC Infectious Diseases and 2 SPAs.

The post holder will have access to secretarial support and will be provided with access to a PC and/or laptop with all necessary functions. Shared office facilities are available.

The department is committed to ensuring all consultants are treated equally and fairly.

The post holder accepts that they will also perform duties in occasional emergencies and unforeseen circumstances at the request of the appropriate consultant, in consultation, where practicable, with their colleagues, both senior and junior. While it has been agreed between the professions that they will perform such duties, the Secretary of State stresses that additional commitments arising under this sub-section are exceptions and you should not be required to undertake work of this kind for prolonged periods or on a regular basis.

## **Staffing of the Department**

Name	Job Title
Mr Mark Edwards	Chief of Medicine
Dr Sarah Westwell	Chief of Central Clinical Services
Dr Jenny Messenger	Clinical Director for Medicine
Mark Roche	General Manager – Speciality Medicine

Hayley White	Operations Manager – Speciality Medicine
Joanna Grant	Administrator – Infectious Diseases

Name	Specialty/subspecialty interest (where relevant)
Dr Dan Agranoff	Clinical Lead ID/GiM
Prof Helen Ayles	Academic ID
Dr Sally Curtis	Microbiology
Dr Bethany Davies	Academic ID/MM
Dr Susannah Davis	Microbiology (Chichester)
Dr Chi Eziefula	Academic ID/MM
Dr Mohammed Osman Hassan-Ibrahim	Virology and Clinical Lead for Microbiology & Infection
Dr Gillian Jones	MM/ID Joint TPD ID/MM
Dr Jo Legg	Microbiology (Worthing)
Prof Martin Llewellyn	Academic ID/GiM
Prof Melanie Newport	Academic ID
Dr James Price	Academic ID-MM
Dr Catherine Sargent	ID/GiM Joint TPD ID/MM, IPC doctor
Dr Sunil Sharma	MM/ID
Dr Racheol Sierra	Microbiology (Worthing)

### **All Other Medical Staff**

Grade	Number of Posts
Higher Specialty Registrars (ST3+)	5 (across ID and Microbiology)
IMT Doctors	1-2
Clinical Fellows (Trust Doctors)	Variable
Specialty Registrars (ST1 and ST2)	2
GP Trainees	0
Foundation 1 Doctors	1
Foundation 2 Doctors	1

Pre-SpR grade junior doctors work an annualised rota including ward work, on-call and acute medicine blocks, time off and leave; with a current minimum template of three pre-SpR doctors (1 IMT/GPVTS + 1 FY1) allocated to the ward each day.

## Main Duties and Responsibilities

The clinical duties of the post include the following:

The core clinical duties of the post are in Infectious Diseases and GiM. Duties are shared with the other consultants in the Department. We are committed collectively i.e. together with our Microbiology colleagues, to delivering a unified clinical infection service, covering the diagnostic laboratory and all clinical infection duties. Consultants all contribute depending on their skills and accreditation. Therefore, the ultimate responsibilities of the post would be dependent on the appointed individual.

### **JOB PLAN**

The job plan will be a prospective agreement that sets out a consultant's duties, responsibilities and objectives for the coming year. It should cover all aspects of a consultant's professional practice including clinical work, teaching, research, education and managerial responsibilities. It should provide a clear schedule of commitments, both internal and external. In addition, it should include personal objectives, including details of their link to wider service objectives, and details of the support required by the consultant to fulfil the job plan and objectives.

**On Call Commitment:** There is no out of hours on call commitment

The post holder accepts that they will also perform duties in occasional emergencies and unforeseen circumstances at the request of the appropriate consultant, in consultation, where practicable, with their colleagues, both senior and junior. While it has been agreed between the professions that they will perform such duties, the Secretary of State stresses that additional commitments arising under this sub-section are exceptions and you should not be required to undertake work of this kind for prolonged periods or on a regular basis.

## Learning and Development

- Attend mandatory training updates as required.
- Undertake training as necessary in line with the development of the post and as agreed with the line manager as part of the personal development process.
- Achieve and demonstrate agreed standards of personal and professional development within agreed timescales.
- Identify own learning needs and jointly plan training requirements with your line manager
- Participate in the Trust's appraisal process to discuss how your role will help deliver the best possible care to our patients and help to deliver any changes in service.

## Provisional Timetable

In a 10 PA job plan 1 SPA - CPD will be provided (for less than full time this may be pro rata to minimum 0.5 SPA-CPD). SPA - CPD (168 hours per year) includes job planning, appraisal, mandatory training, consultant meetings, clinical governance such as NICE guideline reviews, national audits, GIRFT and patient safety such as incident investigation, coroner participation, learning from deaths, ward teaching and supporting management roles.

The addition 1 SPA allocated to development of the Specialist Regional Infectious Diseases Centre (SIRDC) role of the department. This is separate from clinical administration time which is included in the 8 DCCs.

Any further additional non-clinical (SPA) is at the discretion of the Clinical Director and part of team job planning. This must be defined with agreed outputs. Examples: education -SPA (for HEE and non-HEE doctors); leadership roles (at all levels); research; service development.

This job plan may be worked flexibly over a seven day working week. It is anticipated that patient related administration would be performed within the confines of the DCC PAs.

The following draft timetable is intended to show the Trust's expectation of the post and the facilities to be provided. Detailed adjustments may be required in consultation with the appointee, clinical colleagues and executive colleagues (3 months). In particular, a change may be appropriate after consultation to allow the development of a special interest held by the successful candidate.

The following draft timetable is intended to show the Trust's expectation of the post and the facilities to be provided.

**ID/GiM weekend cover (1:8): 0.50 PA/week annualised.**

	<u>Mon</u>	<u>Tue</u>	<u>Wed</u>	<u>Thu</u>	<u>Fri</u>
Am	ID WR/Consults  (1 PA)	ICU WR (0.25PA)  Renal ID WR (0.25 PA)	IDWR/Consults  (1 PA)	ID WR/Consults  (1 PA)	Clinical Infection mtng (0.25PAs)  ID WR /consults (0.75PA)
Pm	IPC activity  (1 PA)	<b>SPA time</b>  (1 PA)	Radiology MDM (0.25PA)  RAID Clinic (0.75PA annualised)  ID Outpatients clinic RSCH – monthly (0.25 PA annualised)	<b>SPA time</b>  (1 PA)	RAID clinic  (0.75PA)

## Visiting Arrangements



Applicants are invited to visit the hospital or to phone for informal discussion by arrangement with:

Applicants are invited to visit the hospital or to phone via hospital switchboard on 01273 696955 for informal discussion by arrangement with Dr Dan Agranoff, Clinical lead for ID - [daniel.agranoff@nhs.net](mailto:daniel.agranoff@nhs.net)

## Person Specification

Requirements	Level required	How assessed	Level required	How assessed
	Essential		Desirable	
<b>Experience/Qualifications</b>	<ul style="list-style-type: none"> <li>Basic medical degree</li> <li>Postgraduate medical diploma (MRCP or equivalent)</li> <li>Full GMC Registration with a licence to practice</li> <li>CCT in Infectious Diseases or eligibility for acquiring the same within 6 months of the date of the AAC, or equivalent qualification from outside the EU (equivalence must be confirmed by GMC by date of AAC)</li> <li>CCT in General Internal Medicine or eligibility for acquiring the same within 6 months of the date of the AAC, or equivalent qualification from outside the EU (equivalence must be confirmed by GMC by date of AAC)</li> <li>Entry onto the GMC Specialist Register or eligibility for entry within 6 months of the date of the AAC</li> </ul>	AF AF  AF AF  AF  AF	<ul style="list-style-type: none"> <li>Higher Degree</li> <li>Qualification in Medical Education (Certificate, Diploma, Masters)</li> <li>Current ALS certification</li> </ul>	AF AF    AF
<b>Clinical Skills and Experience</b>	<ul style="list-style-type: none"> <li>Relevant clinical experience including at least 6 years post-graduate experience in Infection.</li> <li>Understanding of clinical risk management</li> <li>An ability to communicate well with patients and staff</li> </ul>	AF/I  I I	<ul style="list-style-type: none"> <li>Postgraduate experience of working in Intensive Care or High Dependency Medicine</li> </ul>	AF/I
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>Appropriate level of clinical knowledge / up to date</li> </ul>	I	<ul style="list-style-type: none"> <li>IT skills</li> </ul>	I AF/I

	<ul style="list-style-type: none"> <li>Knowledge and use of evidence-based practice</li> </ul>	I	<ul style="list-style-type: none"> <li>Breadth of experience in and outside specialty</li> </ul>	
<b>Organisation and Planning</b>	<ul style="list-style-type: none"> <li>Able to organise oneself and prioritise clinical need</li> <li>Experience and ability to work in multi-professional teams</li> <li>Understanding of: NHS / Clinical governance / Resource constraints</li> </ul>	I AF/I AF/I	<ul style="list-style-type: none"> <li>Evidence of managerial skills: Achievements / Course attended</li> </ul>	AF
<b>Teaching Skills</b>	<ul style="list-style-type: none"> <li>Evidence of an interest and commitment to teaching</li> </ul>	AF/I	<ul style="list-style-type: none"> <li>Recognised teaching qualification</li> </ul>	AF
<b>Academic and Research</b>	<ul style="list-style-type: none"> <li>Understanding of the principles of research</li> <li>Evidence of participation in audit</li> </ul>	I AF/I	<ul style="list-style-type: none"> <li>Research experience</li> <li>Publications</li> <li>Prizes and honours</li> </ul>	AF AF AF
<b>Career Progression</b>	<ul style="list-style-type: none"> <li>Appropriate progression of career to date</li> </ul>	AF/I		
<b>Personal Attributes</b>	<ul style="list-style-type: none"> <li>Evidence of:- Good communication skills both oral and written</li> <li>Decisiveness/accountability</li> <li>Excellent and effective interpersonal skills</li> <li>Non-judgemental approach to patients</li> <li>Flexibility</li> <li>Resilience</li> <li>Thoroughness</li> <li>Initiative/drive/enthusiasm</li> <li>Probity</li> <li>Leadership skills</li> <li>Evidence of logical thinking/ problem solving/ decision-making</li> </ul>	AF/I I I I I I I I I I		
<b>Behaviours and Values</b>	<ul style="list-style-type: none"> <li>Demonstrates behaviours and attitudes that support the Trust's mission and value</li> </ul>	I		
<b>Presentation Skills</b>	<ul style="list-style-type: none"> <li>Effective, confident presentation ability</li> </ul>	I		
<b>Additionally</b>	<ul style="list-style-type: none"> <li>Good references from relevant sources</li> </ul>	I		

Application form (AF)  
Selection interview (I)  
Assessment (A)

## Main Conditions of Service

The post is covered by the National Terms and Conditions for Consultants (England) 2003 with the exception of those variances that are outlined in your contract.

The basic salary will be based on the Terms and Conditions for Consultants (England) 2003 and will increase in accordance with the provisions of Schedule 15.

It should be noted that the Secretary of State is not prepared to hear Paragraph 190 appeals against unfair termination of employment in respect of any new medical or dental appointments in Trusts, and this rule applies to these posts.

The appointees will be required to reside not more than ten road miles or 30 minutes travelling time from the base hospital unless specific approval is given to a greater distance.

Removal and associated expenses are not reimbursed to the post holder.

The appointment will be subject to passing a medical examination satisfactorily prior to commencing duties.

University Hospitals Sussex NHS Foundation Trust operates a No Smoking Policy, to which all staff must adhere.

In the event of a major incident or civil unrest all University Hospitals Sussex NHS Foundation Trust employees will be expected to report for duty on notification. All Trust employees are also expected to play an active part in training for and in preparation of a major incident or civil unrest.

It is mandatory to attend hospital induction programmes and sessions specific to each clinical area at the start of the post.

The post holder should ensure confidentiality at all times. Employees of the Trust must not without prior permission disclose any information regarding patients or staff obtained during the course of employment, except to authorised bodies or individuals acting in an official capacity. Failure to adhere to this instruction will be regarded as serious misconduct and may lead to disciplinary action. The General Data Protection Regulation (GDPR) may render an individual liable for prosecution in the event of unauthorised disclosure of information.

The Trust is responsible for ensuring that the service provided for patients in its care meets the highest standards. Equally it is responsible for ensuring that staff do not abuse their official position for personal gain or to benefit their family and friends. Staff members are not allowed to further their private interests in the course of their NHS duties.

The appointee is expected to compile an annual portfolio with evidence of continuing professional development in accordance with the Trust's appraisal process. The appointee will be expected to participate in annual appraisal by the designated consultant and to produce a personal development plan that is aligned to priorities within their clinical service which will be shared with the Medical Director and Chief Executive.

At no time should the post holder work outside their defined level of competence. If the post holder has concerns regarding this they should immediately discuss this with their Manager / Supervisor / Consultant. The post holder has the responsibility to inform those supervising their duties if they are not competent to perform a duty.

The Trust is responsible for ensuring that everyone involved in the delivery of NHS care has the required level of English language competence to enable them to effectively carry out their role, deliver safe care and enhance patient experience. Effective communication is a two way process which develops and cements relationships, keeps people informed and reduces the likelihood of errors and mistakes.

The Trust expects you to be able to develop and maintain communication with people on complex matters, issues and ideas and/or in complex situations, this is in accordance with Level 4 of the Knowledge & Skills Framework and in compliance with Article 53 of the European Directive 2005/36/EC.

## **Conditions of Appointment**

The post will be offered subject to the following:

- Satisfactory references (3 years) of which one must be from the most recent employer
- One satisfactory reference from most recent Designated Body
- Current GMC/GDC registration with licence to practice
- On the Specialist Register (or within six months at time of interview)
- Evidence of the right to take up paid employment in the UK
- Occupational Health clearance, including medical examination if required
- Enhanced Disclosure and Barring Service clearance
- The Trust expects all Medical and Dental staff to work within the guidelines of the GMC 'Guide to Good Medical Practice' which can be viewed on the GMC website

## **Recognition, Training and Medical Education**

All posts will be subject to stringent recording of educational content, clinical activity and experience. The maintenance of good logbooks and learning portfolios is a requirement of each post. Study leave will be provided in accordance with current guidelines.

PGME hold a wide variety of courses, tutorials and seminars with local and visiting speakers which are organised by the specialty departments for clinical staff of all disciplines.

The successful applicant will be expected to take an active role in both postgraduate and undergraduate teaching, and in the training of clinical staff as appropriate.

The successful candidate will be encouraged to utilise the full quota of study leave to pursue their Continued Medical Education.

The department and unit are involved in a number of audits, and the post holder is encouraged to either participate in these audits or start new ones.

## **Mentoring**

The Trust has a mentoring scheme for consultants, involving a consultant external to the department mentoring the new post holder in a pastoral sense.

## **Fixed Term Consultant Appointments**

The NHS Appointment of Consultant Regulations 1996 (Statutory Instrument no 1996/701) sets out the rules for appointing consultant doctors. They do not apply to locum consultants appointed for an initial period of less than six months, or where the appointment is extended

for a further six months. Once a single appointment extends to more than 12 months the procedures set out in the Regulations apply and a doctor can only be employed as a locum consultant if they are entered on the specialist register with the GMC.

## Our Trust

We provide care for 1.8 million patients, covering a geographical area of approximately 3,800km<sup>2</sup>. This includes all of Sussex for trauma; Brighton and Hove, Mid and East Sussex for cancer and neurosurgery; and district general acute services for Brighton and Hove, West and Mid Sussex, extending into East Sussex.

We operate across five main hospital sites:

- Princess Royal Hospital in Haywards Heath
- Royal Sussex County Hospital in Brighton
- St Richard's Hospital in Chichester
- Southlands Hospital in Shoreham-by-Sea
- Worthing Hospital in the centre of Worthing

NB: The Brighton campus includes the Royal Alexandra Children's Hospital and the Sussex Eye Hospital.

In addition to our five hospital sites, we provide services from other locations including:

- Bexhill Haemodialysis Satellite Unit
- Bognor War Memorial Hospital
- Brighton General Hospital
- Crawley Hospital
- Hove Polyclinic
- Lewes Victoria Hospital
- Newhaven Ward
- The Park Centre for Breast Care
- Worthing Dialysis Satellite Unit
- Various Health Centres, GP surgeries and Sexual Health Clinics

Our four acute hospital sites in Brighton, Chichester, Haywards Heath and Worthing offer many of the same services for their local populations including acute medicine, general surgery, 24 hour A&E, maternity services, intensive care and orthopaedics. Paediatric and neonatal care is provided at Brighton, Chichester and Worthing.

The specialised and tertiary services provided at the Royal Sussex County Hospital in Brighton include neurosciences, arterial vascular surgery, neonatal, paediatrics, cardiac, cancer, renal, infectious diseases and HIV medicine. It is also the major trauma centre for Sussex and the South East.

In Chichester, we operate a purpose-built NHS Treatment Centre on site which offers safe, fast, pre-booked day and short stay surgery and diagnostic procedures.

In Worthing, our Breast Care Centre is equipped with the latest digital diagnostic equipment, which enables the provision of a much-improved breast screening and symptomatic service to women in a warm and welcoming, purpose-built environment.

Southlands Hospital specialises in day-case procedures, ophthalmology care and outpatient appointments and services provided from Brighton General Hospital include dermatology, physiotherapy and outpatient appointments.

## Mission and values

The mission of University Hospitals Sussex – what we are striving to achieve – is to provide:

***“excellent care every time”***

All our efforts to do this put the interests of our patients first and foremost, and are underpinned by our values:

- Compassion
- Communication
- Teamwork
- Respect
- Professionalism
- Inclusion

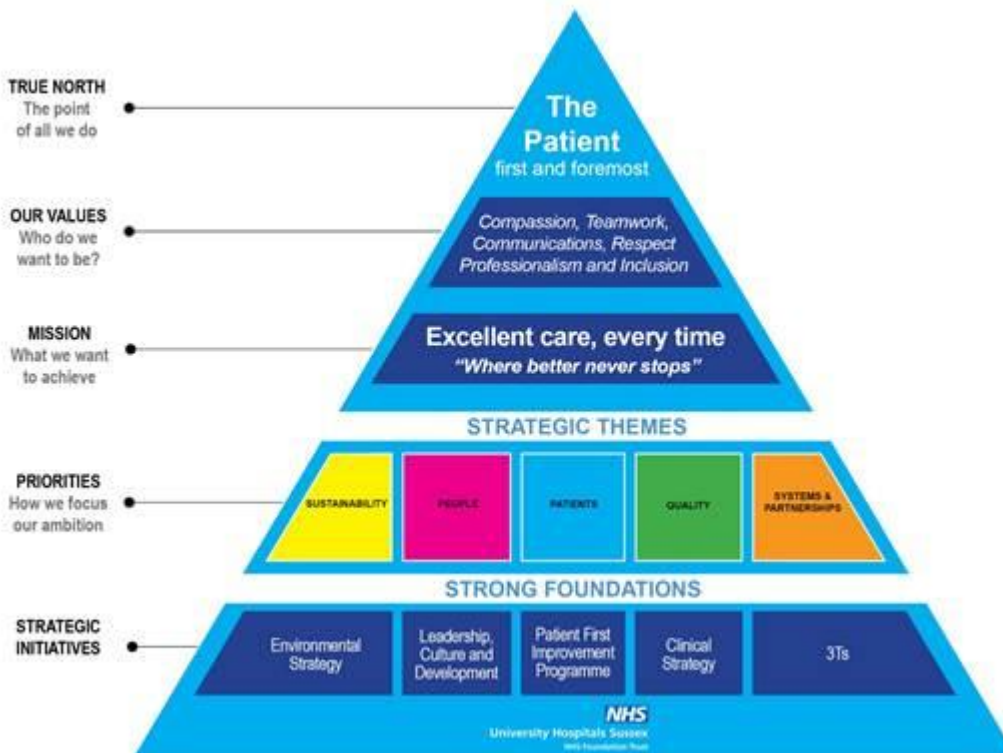
These values were selected by our staff, patients and public when we were talking about the merger and the sort of organisation we want University Hospitals Sussex to be.

Our mission and values are extremely important to us and we expect everyone who works at University Hospitals Sussex in any capacity to share and uphold them.

## Patient First

- Patient First is our Trust-wide approach to improving the quality of care for patients and to build and embed a culture where staff can be confident that their views matter and will be heard.
- The aim is to empower all staff to lead change, raise issues, concerns, identify and implement areas for improvement within the workplace and find solutions collectively as part of a team.
- Staff will be equipped with skills to identify improvement opportunities and supported to see those through
- It encourages all staff to be innovative and drive forward quality improvement and positive changes in their areas.
- The philosophy behind this is centred on:
  - Standardisation, system redesign and the improvement of patient pathways to eliminate error and waste and improve quality
  - The patient being at the heart of every element of change
  - Embedding cultural change across the organisation, where everyone is passionate about delivering exceptional quality every time and “where better never stops”.
  - Continuous improvement of our services through small steps of change
  - Constantly testing the patient pathway to see how we can develop
  - Encouraging frontline staff to lead the redesign processes
  - Equal voices for all
  - Engagement of staff is a big factor in job performance.
  - Good engagement leads to improved quality, mortality and safety measures

## Patient First triangle



## Equality, Diversity and Inclusion

The Trust is committed to supporting Inclusion as can be seen by our Patient First Triangle with a clear value being Inclusion. We all have a responsibility to treat our colleagues, patients and service users with respect and dignity irrespective of; age, race, disability, gender reassignment/identity, marriage and civil partnership status, pregnancy and maternity status, religion or belief, sex and sexual orientation.

We are a Disability Confident Employer (Level 2) and part of the Stonewall Workplace Equality Champions programme.

All staff have a duty to report any behaviours which contravene this to their managers.

## Brighton and Sussex Medical School

The School is an equal partnership between the Universities of Sussex and Brighton together with NHS organisations throughout the South East Region. The arrangements for the School's governance reflect this approach and students are awarded joint degrees of both Universities.

The school is fully committed to the principles of Tomorrow's Doctors; we endorse the value of medical education in a multi-professional context, and promote the highest possible standards in our teaching, clinical practice, and research (both fundamental and applied).

BSMS admit approximately 135 students annually to their BM BS degree course. BSMS has proved exceptionally popular and in recent admissions rounds have continued to achieve one of the highest application rates of any UK medical school. Students spend their first two years



primarily on the universities' campuses at Falmer; thereafter the focus shifts to the associated teaching hospitals and community settings in Brighton and the surrounding area. We have purpose-built teaching facilities in all areas.

The curriculum emphasises early clinical involvement, a broad range of experience and a firm foundation in basic science. A wide range of teaching and learning approaches are employed tailored to the particular circumstances; we are not committed to a single method of delivery. Feedback from the National Student Survey has demonstrated an exceptionally high level of student satisfaction, with BSMS being consistently among the top 10 performing medical schools in the country with scores of over 90%.

The research undertaken at BSMS aims to make a genuine contribution to the evidence and science underpinning clinical practice, and to benefit people and patients in their health and wellbeing. We expect our key domains of research strength to be recognised on the international stage and these are represented by the new departments of Global Health and Infection (including HIV and sexual health) and of Neuroscience (including mental health and neurology). We have made significant investments in research infrastructure, including a world-class Clinical Imaging Sciences Centre (CISC) housing a 3T and 1.5T MRI and a PET-CT scanner and a Clinical Investigation & Research Unit (CIRU) dedicated to patient-orientated research and early clinical trials.

## Research and Teaching

Sussex is a progressive university delivering innovative thought and action, with a worldwide reputation for excellence in research and discovery. Its distinctive approach leads to the development of high quality new research which crosses traditional boundaries, benefits and enriches society, and influences policy at international, regional and national levels. Sussex research has a positive impact on people's lives. In the Times Higher Education World University Rankings 2016 Sussex was ranked 23<sup>rd</sup> in the UK and 140<sup>th</sup> in the world for research influence.

The results of the government-commissioned [Research Excellence Framework](#) (REF) in 2014 show that over 75% of research activity at Sussex is categorised as 'world leading' (4\*, 28%) or 'internationally excellent' (3\*, 48%) in terms of originality, significance and rigour, whilst 98% of research activity at Sussex is categorised as either 'world-leading', 'internationally excellent' or 'internationally recognised'.

The University of Brighton has a long and distinguished history of applied research. This serves to sustain and nourish its mission to help form professional and vocational careers. Ultimately, the university aims to transform the lives and experiences of people and their environments with research that matters. In the REF2014, 92% of its research was judged to be world-leading or internationally excellent in terms of the impact it makes, putting it in the top 25% for the sector.

BSMS made a major contribution to its host universities' submissions in the most recent Research Excellence Framework (REF2014). The majority of BSMS staff who were submitted contributed to Psychology, Psychiatry and Neuroscience, and Biological Sciences at the University of Sussex, both ranked 10th, or the joint submission with the University of Brighton (Allied Health Professionals, Dentistry, Nursing and Pharmacy – ranked 27th). A smaller number of academics were submitted with Sociology and English at Sussex.



## **Risk Management/Health and Safety**

The jobholder has a responsibility to themselves and others in relation to managing risk, health and safety and will be required to work within the policies and procedures laid down by the Trust. All staff have a responsibility to access occupational health, other staff support services and/or any relevant others in times of need and advice.

## **Infection Control**

Infection prevention and control is an essential aspect of patient care. All post holders have a personal obligation to act to reduce Healthcare Associated Infections (HCAIs). They must attend mandatory training in infection prevention and control and be compliant with all measures required by the Trust to reduce HCAIs. Post holders must be familiar with the Trust's Infection Control Policies, including those that apply to their duties, such as Hand Decontamination Policy, The Dress Code and Personal Protective Equipment Policy. Post holders who have clinical responsibilities must incorporate into their clinical activities up-to-date evidence that supports safe infection control practices and procedures, for example the use of aseptic techniques and the safe disposal of sharps.

## **Safeguarding Children and Vulnerable Adults**

As an NHS employee you have a statutory duty to safeguard and promote the welfare of adults at risk of harm or abuse under Section 42 – 48 of The Care Act 2014. In addition “all doctors will, whatever their role, take appropriate action to raise and act on concerns about patient care, dignity and safety” (Raising and Acting on Concerns About Patient Safety 2012 GMC)

All staff and volunteers working within UHS are required to undertake the appropriate level of statutory safeguarding adults training:

- Level 1: All Non-clinical staff (3 yearly update)
- Level 2: All clinical staff working with adults (3 yearly update)
- Level 3: All clinical staff working with adults who are in a permanent senior post e.g. Consultants (3 yearly update)

The specific level of safeguarding training is addressed in the Safeguarding Adults: Intercollegiate Document 2016

As a NHS employee you have a statutory duty and responsibility to safeguard and promote the welfare of children under section 11 of the Children Act 2004. In addition “All doctors, including doctors who treat adult patients, must consider the needs of children and young people, promote their well-being and good health and where possible, prevent abuse and neglect.” (Protecting Children and Young People: the responsibilities of all doctors, GMC 2012)

The total UHS workforce requires some level of statutory safeguarding children training.

- Level 1 (All non clinical staff) requires 3 yearly update
- Level 2 (All clinical staff who see adults) requires 3 yearly update
- Level 3 (All clinical staff who see children) requires annual update

The specific level of safeguarding training is addressed in the intercollegiate document 2015 & the UHS safeguarding training strategy.

## Confidentiality

As an employee of this Trust you may gain privileged knowledge of a highly confidential nature relating to private affairs, diagnosis and treatment of patients, information affecting members of the public, personal matters concerning staff, commercial confidences of third parties, and details of items under consideration by this Trust. Such information should not be divulged or passed to any unauthorised person or persons, and the requirements of the Trust's Code of Conduct for Employees in Respect of Confidentiality, a copy of which is available from your Head of Department, must be adhered to with particular regard to the responsibilities of individuals and the Trust under appropriate legislation, notably the Data Protection Act.

Failure to comply with this requirement may constitute gross misconduct under the Trust's Disciplinary Policy which may lead to summary dismissal.

## Flexibility Statement

This job description is not inflexible but is an outline and account of the role and responsibilities. Other duties may be required to be performed from time to time in line with the jobholder's grade, experience and job role. The job description and person specification may be reviewed on an ongoing basis and at the time of the employee's appraisal, in accordance with the changing needs of the department and the organisation. Any significant changes that are proposed will be discussed fully and agreed with the post holder in advance.

As an employee of this Trust you may gain privileged knowledge of a highly confidential nature relating to private affairs, diagnosis and treatment of patients, information affecting members of the public, personal matters concerning staff, commercial confidences of third parties, and details of items under consideration by this Trust. Such information should not be divulged or passed to any unauthorised person or persons, and the requirements of the Trust's Code of Conduct for Employees in Respect of Confidentiality, a copy of which is available from your Head of Department, must be adhered to with particular regard to the responsibilities of individuals and the Trust under appropriate legislation, notably the Data Protection Act.

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