



General Practitioner

Responsible to: Lead GP

Location(s): Charlotte Keel Medical Practice

Salary: *from* £80,596.58 pa pro rata

Hours: Up to 8 sessions



CKMP is at the vibrant & colourful heart of Bristol's inner city, serving a population from all corners of the world and from all walks of life.

Our largest ethnic minority groups come from the Caribbean, the Asian subcontinent and Somalia.

We serve patients who may be homeless, struggling with alcohol or drugs, and seeking help to begin piecing life together; at the other end of the spectrum we serve patients who are settled, doing well in life, and who seek help to ensure they remain in the very best of health.

Core Benefits:



- Up to three Annual Discretionary Bonus's
 - annual training scheme bonus (avg 2%)
 - Sharing Success bonus (prev avg 3%)
 - Employee-Owned Trust bonus
- 30 days' annual leave + Bank Holidays (pro rata) rising to 32 days with length of service
- Flexible working options including remote
- Supervision, CPD and leadership opportunities supported for all staff



About BrisDoc:

BrisDoc is a proud provider of NHS Healthcare. We have been delivering 'patient care, by people who care' for over twenty years.

We run an exciting range of Primary Care Services, including an **Urgent Care Service**, **GP Practices**, and the **Homeless Health Service**. This enables BrisDoc to offer excellent healthcare 24 hours a day, 365 days a year to over one million people across Bristol, North Somerset & South Glos.

We're a **Social Enterprise** and an **Employee-Owned Business**. This means the decisions we make are for the good of our patients, workforce, and wider community. This involves prioritising the health of our patients, protecting our environment, and improving the social and economic status of our population.

By joining BrisDoc, you will be part of an innovative organisation that prides itself on being a fantastic place to work; somewhere that you will feel valued, supported, developed and part of a family. We strive to make sure every member of the team feels proud of the work they do and the service that we offer.

[Find out more >>](#)

Job Summary

No matter where you work these days, General Practice is a demanding job, but we are trying our best to enable a sustainable career through:

- Having a dedicated team responsible for Wellbeing within the Brisdoc family
- Meeting daily as a GP Team for coffee and lunch
- Administrative staff to process letters and discharge summaries, dealing with clinical coding, reducing the paperwork burden on GP's.
- Innovative GP access model led by GPs ensuring continuity of care and appropriate signposting
- Regular GP strategic meetings where all voices contribute to how we plan GP workload and access.
- Paid overtime for completing mandatory and statutory training.

There are also GP Fellowship opportunities and we welcome GP's with special interests who may want to Lead on a particular area.

Outside the practice, Charlotte Keel GPs have roles in Education, Mentoring, the LMC/GPC, Sustainability and Urgent Care. There is extensive experience to support a portfolio career and facilitate these networks

Main responsibilities and duties:

Clinical responsibilities

- In accordance with the practice timetable, as agreed, you will be available to undertake a proportionate share of a variety of duties including surgery consultations, telephone consultations and queries, triage, visiting patients at home, checking and signing repeat prescriptions and dealing with queries, paperwork and correspondence in a timely fashion
- Making professional, autonomous decisions in relation to presenting problems, whether self-referred or referred from other health care workers within the organisation
- Assessing the health care needs of patients with undifferentiated and undiagnosed problems
- Recording clear and contemporaneous consultation notes to agreed standards
- Compiling and issuing computer-generated acute and repeat prescriptions (avoiding hand-written prescriptions whenever possible)
- Prescribing in accordance with the practice prescribing formulary (or generically) whenever this is clinically appropriate
- In general, you will be expected to undertake all the normal duties and responsibilities associated with a GP working within primary care.

Other responsibilities within the organisation

- Specific responsibility for agreed clinical areas; Lead GP will discuss and allocate
- Awareness of and compliance with all relevant practice policies/guidelines, e.g. prescribing, confidentiality, data protection, health and safety
- A commitment to life-long learning and audit to ensure evidence-based best practice
- Contributing to the summarising of patient records and read-coding patient data
- Attending training and events organised by the practice or other agencies, where appropriate.
- Be a member of the clinical team, attend clinical, education or business meetings and other meetings as appropriate and maintain close personal working relationships
- Seeks ways to reduce waste, water and energy usage within the office

General Duties

You can read the full list of general duties and expectations via the link below:

www.brisdoc.co.uk/workwithus/general-duties

Person Specification

Criteria	Essential	Desirable
Qualifications, knowledge and experience	<ul style="list-style-type: none"> • Full registration with the GMC • Fully trained GP with JCTGP Vocational Training Certificate 	<ul style="list-style-type: none"> • Higher post graduate membership, for example, MRCP/nMRCP, MRCP, DRCOG, DCH • Family Planning Certificate • Alcohol and Substance abuse training • Relevant management qualification • Experience of delivering QOF • Clait Award and/or ECDL or EITS • Experience of working in teams and able to promote a team spirit • Experience of and success at motivating and managing people in a changing environment • Knowledge of national and local agendas in respect of primary care commissioning, and intermediate and urgent care agendas • Familiarity with EMIS
Skills and Attributes	<ul style="list-style-type: none"> • Evidence of computer literacy and keyboard skills • Excellent written and verbal communication skills • Ability to adjust communication skills to meet the needs of the recipient • Ongoing commitment to personal development • Able to work within a team, motivate a team and take instruction as required - Able to quickly establish rapport and credibility with others in the team • Able to use own initiative • Able to maintain confidentiality at all times with regards to staff and patients • Excellent organisational skills 	
Personal qualities/ Behavioural attributes	<ul style="list-style-type: none"> • Motivated by the provision of high quality workforce and patient care • Organised, systematic and flexible • Good time management being able to prioritise work and work under pressure • Tactful and diplomatic • Positive attitude towards innovations and change - 	

	<p>Adaptable and able to respond to a changing situation</p> <ul style="list-style-type: none"> • Can self-analyse own work and performance - Ability to recognise own limitations and act upon them appropriately • Good team player who is able to support, value and respect the contribution of all members • Self-motivated and able to work autonomously • Willingness to learn new skills and to problem solve • Able to manage sensitive and emotive situations 	
Other Requirements	<ul style="list-style-type: none"> • Ability to be flexible in supporting other teams' members • Ability to work the occasional evening to attend staff training sessions • Ability to travel to other BrisDoc sites for meetings and to patients' homes for home visits 	



www.brisdoc.co.uk/work-with-us

