



## JOB DESCRIPTION

<b>JOB TITLE:</b>	Consultant
<b>PAY BAND:</b>	Consultant
<b>DEPARTMENT:</b>	Older Persons Medicine and Frailty
<b>RESPONSIBLE TO:</b>	Chief of Service
<b>DATE:</b>	December 2022

### **DIMENSIONS OF JOB:**

New consultant posts have arisen within medicine for older people in Wexham Park as a result of a complete reconfiguration of the service. In line with the local priorities of the ICS services for older adults are to be transformed, encouraging innovative ways of working to remove boundaries between community providers and the acute Trust.

For those patients who cannot be managed in the community we aim to provide excellent clinical care in an environment specifically designed to be in line with the needs of older adults, particularly those with dementia. We have a newly refurbished older people's unit specifically for the needs of older adults and those with dementia.

We need enthusiastic individuals who can work alongside our existing consultants to further develop our Acute Frailty Service and to bring individual special interests to build on our current services. These posts would particularly suit those looking to work within an organisation that is leading the way in the delivery of genuinely integrated care.

Any consultant who is unable to work full time for personal reasons will be considered to work part time. If such a person is appointed, modification of the job content will be discussed on an individual basis in consultation with the Clinical Director.

### **The Population & District**

Frimley Health at Heatherwood & Wexham Park Hospitals is situated to the approximately 20 miles west of London in East Berkshire. East Berkshire has a population of 380,000 and covers the Boroughs of Slough, Windsor & Maidenhead, and Bracknell, but together with an overlap zone in South Buckinghamshire the true catchment area of the Trust is nearer to 430,000.

There is a large and diverse population covering areas such as Ascot, Windsor and Maidenhead, but also the larger urban area of Slough. The towns of Bracknell, Maidenhead, Slough and Windsor house two-thirds of the total population, the remainder living in rural areas or small towns. Much of the District lies within the designated Green Belt areas.



**Travel:** Rail and road networks give ready access to Central London with Heathrow being a short distance from the Trust.

**Housing:** A wide range of housing is available with on-call travel within 30 minutes allowing a number of residential opportunities

**Education:** Berkshire has a reputation for providing very good education at all levels from a young child ready for nursery school right up to full and part-time college courses for mature students.

This new post comes at an exciting stage of development of Acute Medical Services at Frimley Health NHS Foundation Trust, with the Trust recruiting additional physicians to achieve Royal College of Physician standards of consultant delivered care at least 12 hours a day, 7 days a week.

The post holder is responsible to Dr Lucy Abbott, Chief of Service for Community Services and Older Peoples medicine.

### **Care of the Elderly**

We currently have 5 consultants within the department on the Wexham site:

Dr Rahul Chauhan  
Dr Melanie Wright  
Dr Amit Mandel  
Dr Shital Shah  
Dr Koenraad Van Den Abbeele

Special interests include stroke medicine, perioperative medicine, acute frailty, orthogeriatrics, cardiology and gastroenterology.

The appointee(s) will work within the new 76 bedded hub which includes a 12 bedded Acute Frailty Unit. Special interests will be encouraged.

Other general medical specialities are ward based and include respiratory and MADU, gastroenterology, cardiology including CCU/HDU and the Primary Angioplasty service, rheumatology and diabetes and endocrinology.

The on call rota for General Medicine is 1:9 weekends and a less frequent mid- week commitment. From Mondays to Fridays, during normal working hours (08-17.00) cover for acute admissions is provided by the Acute Medicine consultants. Outside of normal working hours (nights and weekends), the on call consultant physician covers both acute admissions and the rest of General Medicine in the hospital. The on call attracts a 1PA supplement.



## **PURPOSE OF JOB:**

### **Duties and Responsibilities**

The proposed sessional commitments are detailed in the Job Schedule section. The main duties and responsibilities of the Consultant are set out below:

- To provide a high quality service (together with consultant colleagues) in Acute/General Medicine/Elderly care to the people of Slough and the surrounding area with appropriate evidence based guidelines and clinical governance structure
- To contribute to the multi-disciplinary team working.
- To liaise with Social Services Departments, General Practitioners and Voluntary organisations as required.
- To advise clinical colleagues on matters within his/her sphere of expertise;
- To offer advice to medical, nursing, managerial and other staff on appropriate matters;
- To carry out medical teaching, examination and accreditation duties as required;
- To participate in the formal appraisal of junior medical staff in accordance with guidelines from the Royal College of Physicians and the Regional Postgraduate Dean;
- To contribute to postgraduate and continuing medical education activity including Continuing Professional Development
- To contribute if appropriate to the training of nurses, paramedical, scientific and technical staff;
- To participate in medical audit on a regular basis and to help develop it;
- To provide information as required from time to time for legitimate management purposes, for example to support job planning, service development etc.
- To contribute to the management process within the Trust through participation in planning, project or liaison groups as appropriate. In particular the post holder would be fully involved in specialty and divisional level business meetings
- To support the Chief of Service and the Associate Director for Medicine and Emergency Services with appropriate advice with regard to the development of services.



- To work within the framework of policies and procedures relevant to Medical and Dental staff
- To participate fully in mandatory training as required and modified by the Trust from time to time and also in annual appraisal, job planning and revalidation procedures

The duties are subject to review from time to time in the light of the changing requirements of the service. The duties will be reflected in the job plan, which will be subject to review once a year in conjunction with the Chief of Service.

### **The Trust**

Frimley Health represents the merger of Frimley Park NHS Foundation Trust and Heatherwood and Wexham Park Hospitals NHS Foundation Trust, one of the largest Acute Trusts in the South East in 2014.

The Trust provides inpatient services on 3 sites:

- Frimley Park Hospital in Frimley
- Heatherwood Hospital in Ascot
- Wexham Park Hospital in Slough

In addition, the Trust provides outpatient and diagnostic facilities at:

- St Mark's Hospital in Maidenhead,
- King Edward VII Hospital in Windsor,
- Upton Hospital in Slough and within Bracknell Forest and the Chalfonts.

The Trust has an excellent record of service delivery of quality clinical care. This success has been achieved by excellent relationships between clinical staff, management, and colleagues throughout the organisation

### **Wexham Park Hospital**

Wexham Park Hospital in Slough has approximately 400 beds with a full range of services including general medicine and its sub-specialities, paediatrics, general surgery, vascular surgery, urology, orthopaedics, obstetrics and gynaecology, otolaryngology, oral surgery and a sub-regional plastic surgery unit which has an extensive catchment area.

There is a new Emergency Assessment Centre comprising a state of the art Emergency Department, an Acute Assessment Unit and a Short Stay Unit for both medical and surgical patients promoting a new multidisciplinary way of working.

In the theatre complex there are 9 new theatres and two obstetric theatres. a 12 bedded combined Critical ITU/HDU and a 16 bed Day Surgery Unit. There is also an 8 bedded Coronary Care Unit, with 6 PCCU (Post Coronary Care Unit) beds and an angiography suite. There is also an excellent rehabilitation department, a centralised laboratory, and diagnostic imaging including a new spiral CT scanner and the MRI scanner suite on the site.



## Heatherwood Hospital

The new elective care hospital opened on 28<sup>th</sup> March 2022. The 11,500 square metres hospital supports non-emergency procedures and every element has been designed to provide easy and efficient care for patients.

Key features of the hospital include:

- **Six state of the art laminar flow operating theatres.** Optimised for orthopaedic procedures with one dedicated to ophthalmology. Operations will take place six days a week.
- **48 in-patient beds** including 20 individual ensuite side rooms all making the most of the woodland views
- **22 day case pods.** Specially designed day care procedure rooms allow more patients to be treated for 'minor' procedures
- **26 outpatient procedure and treatment rooms.** Freeing up time in the main operating theatres.
- **Six dedicated 'eye rooms'** – Patients will be treated more quickly for eye procedures such as cataracts
- **Two endoscopy suites** – Double the number of endoscopy appointments will be available
- **Radiology services** – CT, mammography, MRI, ultrasound and x-ray

## Support Services

The two hospitals work as one unit with some support services being shared to avoid duplication. At Wexham Park Hospital there are full and comprehensive Pathology, Diagnostic Imaging (including CT and MRI), Diagnostic Cardiology and Endoscopy Services.

At Heatherwood Hospital there are routine Pathology Services (9.00am – 5.00pm), Diagnostic Imaging, Diagnostic Cardiology & Endoscopy, with plans for continued re-development and upgrading of these services.

## **KEY TASKS & RESPONSIBILITIES:**

### Job schedule

The Trust considers that the responsibilities of consultants should include a full commitment to the general medical needs of the community and hospitals. Furthermore, the Trust considers that the allocation of their professional time will be dictated by the clinical needs of patients and the requirements of contracts for services agreed with service purchasers.

The successful candidate will contribute to all the general activities of the Department of Medicine and will review these and any special interests in the light of new research developments and resource availability.



He/she will also be expected to share in the management and administration of the department and share commitment to medical education and audit.

Consultant cover for individual clinical areas or work streams is planned in response to periods of peak demand in that clinical activity.

### **Proposed Job Plan**

The job plan will initially be offered as 10 PAs although there may be opportunities to increase the number of PAs by discussion and mutual agreement.

The 10 PAs will comprise follows:

- Direct Clinical Care 8.5 PAs
- Supporting Professional Activities 1.5 Pas

### **Mentoring**

The Trust supports the Royal College of Physicians guidance on provision of mentors for new consultants, in line with GMC recommendations. This will be provided within the Trust.

### **Continuing Medical Education**

The Trust supports the requirements for Continuing Medical Education as laid down by the Royal College of Physicians and is committed to providing time and financial support for these activities

Secretarial and administrative support

The appointee will have full support from a secretarial team. The appointee will have use of an office including PC with IT support.

There will be full managerial support and regular input from the Clinical Director and Service Unit Director to ensure efficient running of the department.

### **Postgraduate Medical Education**

There is a superb purpose-built postgraduate centre at Wexham Park, the John Lister Postgraduate Centre ([www.johnlister.ac.uk](http://www.johnlister.ac.uk)).

The centre is the headquarters of postgraduate medical education for the district. The centre comprises a lecture theatre, 4 seminar rooms, the main medical library, a skills lab and a large meeting and dining area. The lecture theatre has computer facilities and the library is equipped with on-line facilities.

The training centre at Heatherwood Hospital has a small medical library and 2 seminar rooms.

The Department of Medicine runs regular educational meetings with Radiology sessions followed by team case presentations. In addition monthly education & audit rolling half days are organised for Departmental Audit presentations, "in house" Consultant clinical update sessions and joint surgical-medical clinical meetings to encourage multi-disciplinary working.



MRCP teaching is undertaken on a rotating system particularly aimed at the PACES exam and weekly Journal Club meetings are also held. The CMT Medicine posts are very popular with recent high success in attaining MRCP examinations.

The Department also supports the training of final year and fourth year medical students from the University of Southampton with regular teaching both on the ward and formal teaching sessions provided by the Department

### **Main Conditions of Service**

This appointment will be subject to the Terms and Conditions of Service operating within Frimley Health NHS Foundation Trust with respect to Consultant appointments. The arrangement of duties will be such as may be agreed from time to time between the employing Trust(s) and the appointed individual.

The successful candidate will be expected to be aware of local policies and procedures and to take note of standing orders, strategic and financial instructions, and amendments to protocols as notified.

It is a requirement for appointment that candidates should be on the GMC specialist register or be within 6 months of achieving their CST at the time of interview. The only exceptions are those eligible for CESR. Any offer to such a candidate on this pathway would be subject to completion of this process within a specified time.

### **Medical Examination and Health Clearance**

This appointment is subject to medical fitness and the appointee may be required to undergo a medical examination and chest X-ray.

Potential applicants should be aware of the Department of Health and GMC/GDC requirements with regards to HIV/AIDS and Hepatitis viruses. The successful candidate(s) must be immune to hepatitis B. They will be required to provide, in advance of appointment, evidence of immunity OR have a local blood test (as deemed necessary by the relevant Occupational Health Department).

### **Annual Leave**

The post holder will be entitled to 32 days leave (pro rata) per annum, increasing to a maximum of 34 days (pro rata) for 7 years above experience as a consultant.

### **Residence**

Standard conditions for Consultant staff are that any appointee will be expected to live within a radius of 10 miles from the base hospital or be able to travel to the sites of clinical activity within a time frame of 30 minutes. Any variation to this condition can only be agreed following consultation with and the agreement of the Medical Director.

The successful candidate will be required to maintain a means of ready contact by telephone and if applicable, any other communication mechanism (pagers, mobile phone, etc.) with the hospital and/or other sites of clinical activity.





## **Accommodation**

Temporary accommodation may be available.

## **Visiting**

Wexham Park Hospital  
Heatherwood & Wexham Park Hospitals NHS Foundation Trust  
Wexham Park Road  
Slough  
SL2 4HL

- Dr Lucy Abbott, Chief of Service for Community Services and Older People's Medicine  
[lucyjane.abbott@nhs.net](mailto:lucyjane.abbott@nhs.net)
- Dr Melanie Wright, Consultant Geriatrician, [melanie.wright8@nhs.net](mailto:melanie.wright8@nhs.net)
- Ms Nicky Seargent, Associate Director of Community Services, Older People's Medicine  
[nicky.seargent@nhs.net](mailto:nicky.seargent@nhs.net)

## **ADDITIONAL INFORMATION**

### **INFORMATION TECHNOLOGY**

Employees are expected to develop the IT skills necessary to support the tasks included in their post. They will, therefore be required to undertake any necessary training to support this.

### **HEALTH AND SAFETY**

The post holder is required to conform to the Trust's Policies on Health and Safety and Fire Prevention, and to attend related training sessions as required.

### **SAFEGUARDING VULNERABLE ADULTS & CHILDREN**

Frimley Health NHS Foundation Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all employees, volunteers and contractors to share this commitment.

All staff have a duty to safeguard and promote the welfare of patients, their families and carers. This includes practitioners who do not have a specific role in relation to safeguarding children or adults, you have a duty to ensure you are:

- Familiar with the Trusts safeguarding policies.
- Attend appropriate training for safeguarding.
- Know who to contact if you have concerns about an adult or child's welfare.

### **CONFIDENTIALITY**

To maintain confidentiality at all times. In the course of their duties employees will have access to confidential material about patients, members of staff and other Health Service





business. On no account must information relating to identifiable patients be divulged to anyone other than authorised persons, for example, medical, nursing or other professional staff, as appropriate, who are concerned directly with the care, diagnosis and/or treatment of the patient. If there is any doubt whatsoever, as to the authority of a person or body asking for information of this nature, advice must be sought from a superior officer. Similarly, no information of a personal or confidential nature concerning individual members of staff should be divulged to anyone without the proper authority having first been given. Failure to observe these rules will be regarded as serious misconduct, which could result in serious disciplinary action being taken including dismissal.

### ***POLICIES AND PROCEDURES***

The post holder will be required to comply with all policies and procedures issued by and on behalf of Frimley Health NHS Foundation Trust, which the Trust may amend from time to time.

### ***INFECTION CONTROL***

It is a requirement for all Trust staff to comply with all trust infection control policies and procedures. All Trust staff should ensure that they fulfil their responsibilities for infection prevention and control, that they provide leadership where appropriate in infection control matters and that they challenge poor infection control practice in their workplace. All staff should have infection control training at induction and annual infection control updates via the Department of Health e-learning package, via the local infection control CD-Rom training tool or by attendance at an annual Health and Safety refresher. All clinical staff will have annual infection control objectives set and these will be reviewed at appraisal.

### ***NO SMOKING POLICY***

In recognition of the Trust's commitment to health promotion and its health and safety responsibility, the Trust has a no smoking policy that prevents all staff from smoking whilst on duty.

### ***EQUAL OPPORTUNITIES***

The Trust is an Equal Opportunities employer and the post holder is expected to promote this in all aspects of his / her work. The Trust's duty is to ensure that no existing or potential employees receive less favourable treatment on the grounds of sex, sexual orientation, race, colour, nationality, ethnic origin, religion, marital status, age or disability, or are disadvantaged by conditions or requirements that cannot be shown to be justifiable. This also applies to patients – the Trust has a duty to ensure patients have the right to equal access, care and treatment. All employees are expected to comply with this policy.

### ***FINANCIAL***

To order and receipt goods in accordance with the Trust's financial framework.

### ***DATA QUALITY***

The information that you record as part of your duties at the Trust must be 'fit for purpose', reliable and easily accessed by appropriate/authorised personnel.

To achieve this standard the information must be:

- Accurate,



- Legible (if hand written),
- Recorded in a timely manner,
- Kept up-to-date,
- Appropriately filed.

All staff must monitor and take responsibility for data quality throughout the areas of the system used locally, all users maintain timely input, and ensuring that data is checked with the patient, and staff (in relation to their staff record), whenever possible, and to support initiatives to improve data quality.

N.B. Recorded information includes: patient information entered in case notes and entered on any computerised care records system, financial information, and health & safety information e.g. incident reporting and investigation, personnel information recorded in personnel files etc. Failure to adhere to these principles will be regarded as a performance issue and will result in disciplinary action.

### **CONDUCT**

The post holder is an ambassador for the directorate and the Trust and his / her actions and conduct will be judged by customers as an indication of the quality of the service provided by the directorate and the Trust as a whole.

This job description is not intended to be an exhaustive list of duties but to highlight the current main responsibilities of the post and may be reviewed in consultation with the post holder.

The Trust is committed to continuous improvement in managing environmental issues, including the proper management and monitoring of waste, the reduction of pollution and emissions, compliance with environmental legislation and environmental codes of practice, training for staff, and the monitoring of environmental performance.

This job description is an indication of the type and range of tasks that are expected of the post holder, and other duties may be required, in line with the role and the banding. It will be reviewed and amended from time to time in consultation with the post holder to take account of changing organisational need.

This job description should be read in conjunction with the non-supervisory JD Addendum, available at: <https://www.fhft.nhs.uk/media/2754/jd-addendum-non-supervisory.pdf>



## PERSON SPECIFICATION

**JOB TITLE:** Consultant

**PAY BAND:** Consultant

**DEPARTMENT:** Older Persons Medicine and Frailty

CRITERIA	Essential	Desirable
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>Primary medical degree.</li> <li>MRCP or equivalent.</li> <li>Full GMC Registration/on specialist register of GMC.</li> </ul>	<ul style="list-style-type: none"> <li>Higher degree.</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>Accreditation in General and Geriatric Medicine - CCT or within 6 months of award.</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
<b>Skills &amp; Knowledge</b>	<ul style="list-style-type: none"> <li>Participation in clinical audit activities.</li> <li>Participation in dept/Trust research projects.</li> <li>Participation in training and supervision of junior medical staff/medical students.</li> <li>Participation in consultant on-call rota.</li> <li>Live within reasonable distance of Wexham Park.</li> </ul>	<ul style="list-style-type: none"> <li>Experience of business planning.</li> <li>Management experience/training.</li> <li>Published research (peer reviewed).</li> <li>Experience of working in a multi-disciplinary team.</li> </ul>
<b>Special Requirements</b>	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>

<b>Values &amp; Behaviours</b>	<p>We will expect your values and behaviours to mirror those of the Trust, available at: <a href="https://www.fhft.nhs.uk/about-us/our-values/">https://www.fhft.nhs.uk/about-us/our-values/</a></p> <div> <div>Committed to excellence</div> <div>Working together</div> <div>Facing the future</div> </div>
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