

JOB DESCRIPTION

POST: Locum Consultant in Neonatal Medicine (full-time)

LOCATION: Based in the Belfast HSC Trust (Royal Jubilee Maternity Service)

REPORTS TO: Chair of Division (Specialist Hospital's & Women's Health)

RESPONSIBLE TO : Chief Executive, Belfast HSC Trust

The Belfast Health Care Trust

The Belfast Trust delivers integrated health and social care to approximately 340,000 citizens in the greater Belfast area and provides the majority of regional specialist services for the population of Northern Ireland (1.8 million people). With an annual budget of almost £1.3bn and a workforce of over 20,000, we are also a Trust with teaching hospitals and have strong links with our local university partners providing high quality training for medical and other health care professionals across all disciplines.

Hospital Profiles

The Royal Hospitals is the largest hospital complex in Northern Ireland, comprising the Royal Victoria Hospital, the Royal Jubilee Maternity Hospital (RJMh), the Royal Belfast Hospital for Sick Children (RBHSC) and the School of Dentistry. In combination with its sister hospitals it provides virtually all tertiary referral services in Northern Ireland. The Royal Hospitals play a major role in clinical education, training and research, with most academic departments linked to the Queen's University of Belfast Medical School. The Royal Hospitals is a Level 1 Trauma Centre and supports the Northern Ireland Trauma Network and Northern Ireland Air-Ambulance Service.

Belfast City Hospital (BCH) is a major teaching hospital, most of which is housed within the Tower (opened in 1985). The Northern Ireland Cancer Centre opened on the campus in March 2006 providing for the development of an internationally recognised cancer centre. A strong strategic focus on molecular medicine, cancer and renal services has enabled the development of world leading research programmes and a leading Cancer Clinical Trials Unit linked with the ROI and the NCI Washington DC in a tripartite arrangement. There is a modern radiology department and substantial AHP Services (eg Physiotherapy, Podiatry, Occupational Therapy, Speech & Language Therapy, Nutrition & Dietetics, etc) and a comprehensive range of pathology.

The Mater Hospital is a university teaching hospital providing Acute and General Medicine, Cardiology, HPB Surgery, Gastroenterology (including ERCP and Spyglass), Obstetrics & Gynaecology and Psychiatry. There is a 24 hr A&E department and a 6 bedded Intensive Care Unit.

Musgrave Park Hospital is the Regional Orthopaedic Unit for Northern Ireland. The Musgrave Park Regional Orthopaedic Service is the largest in the British Isles with 48 consultant

orthopaedic surgeons and staff. On site is the Queen's University of Belfast's Department of Orthopaedic Surgery which is the largest academic unit in Orthopaedics in the British Isles with an international reputation and an extensive research output.

A summary of the services across the different hospitals is provided in the table below:

Site	General Services	Specialist Services
Belfast City Hospital	Acute & General Medicine Anaesthesia (including critical care) Pain Management	Adult Cystic Fibrosis Breast Services (including reconstructive surgery) Cardiology Gynaecology & Gynaecological Oncology Haematology Haemophilia Service Medical Genetics Medical Oncology Nephrology (including Renal Dialysis) Radiotherapy Respiratory Medicine Transplant Surgery Urology
Royal Hospitals	A&E Acute & General Medicine Anaesthesia (including critical care) Pain Management	Recognised trauma centre Paediatrics (RBHSC) Neonatology (Royal Jubilee Maternity Hospital) Obstetrics & Gynaecology (Royal Jubilee Maternity Hospital) School of Dentistry Regional services include: neurosciences, medical and surgical cardiology, thoracic surgery, ophthalmology and specialised endocrinology, ENT, general surgery, vascular surgery, hepatology
Mater Hospital	A&E Acute & General Medicine Anaesthesia (including critical care) Pain Management	Surgical specialties, including Hepatobiliary, Ophthalmology, Gynaecology, Psychiatry
Musgrave Park Hospital	Anaesthesia Pain Management	Regional Orthopaedic unit Rheumatology Rehabilitation Regional Acquired brain injury unit Care of the Elderly unit

The Belfast HSC Trust functions through a series of directorates. Regional Fertility and Gynaecology Services are a part of the Specialist Hospital's and Women's Health Directorate.

The Neonatal Unit – RJMS

The Neonatal unit in the Royal Jubilee Maternity Service provides both a local and tertiary neonatal service within Northern Ireland. **The unit deals with a wide range of babies from 22 weeks gestation upwards, many of whom have congenital cardiac and surgical problems which**

have been detected antenatally. The unit has approximately 600 admissions and 2500 intensive care days (as per BAPM definitions) per year. There are 29 cots in the unit and are split into the following levels of care: 9 level I; 9 level II; 11 level III.

JOB SUMMARY / MAIN PURPOSE

This is a temporary post required to facilitate jobplan restructuring within the department, pending advertisement of a substantive post.

The post holder will form part of a team of consultants providing Specialist Neonatal services at the Royal Jubilee Maternity Service (RJMS) and a Tertiary referral service for neonatal medicine in Northern Ireland. As with all staff in the Trust, job purpose is subject to regular review in light of emerging pressures and priorities.

MAIN DUTIES/RESPONSIBILITIES

The post holder will:

- be expected to work with professional colleagues in the care of patients referred to him/her and to keep up-to-date with innovative change and development within the speciality, profession and the Health Service.
- provide elective inpatient and outpatient neonatal services in RJMS including support to the regional neonatal transport service.
- maintain and further develop the work of the Regional Neonatal Intensive Care Unit in RJMS.
- work closely with his/her colleagues to ensure continuity of care for patients admitted to the unit.
- be expected to work with local managers in providing a high quality efficient service to patients and to provide leadership where appropriate in a team-working environment within the management framework of the Trust.
- be encouraged to perform and develop research.
- be encouraged to develop his or her own skills and interests in line with those currently practised by the consultants in posts.
- adhere to requirements for continuing medical education and to ensure that all skills and expertise are maintained. The Trust is committed to fully supporting and resourcing nationally agreed CME requirements to facilitate this. The Trust supports the requirements for continuing professional development (CPD) as laid down by the GMC and surgical colleagues and is committed to providing time and financial support for these activities. The post holder is expected to work within the Trust's Clinical Governance Framework and GMC guidance on good medical practice.

- participate fully in medical and multi-professional clinical audit and is expected to develop research interests relevant to this post. The Trust has a Clinical Governance Department to assist in administration of audit projects.
- participate actively in the teaching of undergraduate and post graduate students as well as staff in related disciplines and to co-operate with colleagues in developing local educational programmes.
- take part in the annual appraisal programme and job plan review. The Trust has the required arrangements in place to ensure that all surgeons have an annual appraisal with a trained appraiser and supports surgeons going through the revalidation process.

Specialty On-call

The post holder will provide out-of hours service on a 1 in 9 rota.

Programmed Activities

13.1 The table below gives a breakdown of the total agreed PAs on **average per week and the agreed annualised** PAs due to the nature of certain elements within the job plan.

Programmed Activity	Number of PAs per week	Number of PAs annualised
Direct Clinical Care	8.5	
Supporting Professional Activities	1.5	
University (joint appointments)	-	
Total PAs	10.0	

Job Plan and Sessional Commitments

The suggested job plan for this post is as below. This plan must of necessity be considered as flexible and will require amendment and adjustment in line with the stated aim of the post. The job plan will be formally reviewed 3 months after the post holder commences.

The neonatal team works within a team job plan, with each member of the team rotating through the suggested timetable. Core clinical activity is common to all and based on a 9 week cycle. When off-site, responsibility for the care of the consultant's patients rests with the senior member of staff on site.

Suggested Timetable

	Monday	Tuesday	Wednesday	Thursday	Friday	Sat	Sun
Week 1 AM (08:00) PM (17:30)	ICU ICU	ICU ICU	ICU ICU	ICU ICU	ICU ICU		
Week 2 AM PM	SPA SPA	Clinic SPA	^DCC(other) ^DCC(other)	Clinic OFF	OFF OFF		
Week 3 AM PM 17:00-20:00	Transport Transport Transport	OFF OFF	Transport Transport Transport	OFF OFF	SPA SPA	# On call	
Week 4 AM PM *Resident 4:30 – 8:00pm	^DCC(other) SPA	DOU (9- 11am) SPA *On call	OFF OFF	^Network Support SPA	^DCC(other) SPA		
Week 5 AM (08:25) PM (17:35) *Resident 4:30 – 8:00pm	HDU&PNW HDU&PNW	HDU&PNW HDU&PNW	HDU&PNW HDU&PNW	HDU&PNW HDU&PNW	HDU&PNW HDU&PNW *On call		# On call
Week 6 AM PM *Resident 4:30 – 8:00pm	OFF OFF	^Network Support SPA	^DCC(other) ^DCC(other) *On call	OFF OFF	Clinic SPA		
Week 7 AM PM 17:00-20:00 *Resident 4:30 – 8:00pm	SPA SPA	Transport Transport Transport	OFF OFF	DOU (9- 11am) SPA *On call	OFF OFF		
Week 8 AM PM *Resident 4:30 – 8:00pm	Clinic SPA *On call	OFF OFF	Clinic SPA	^DCC(other) ^DCC(other)	SPA SPA		
Week 9 AM PM	OFF OFF	OFF OFF	OFF OFF	OFF OFF	OFF OFF		

* Resident time commences at 4:30pm in order to facilitate handover between the ICU and HDU consultants and the on-call consultant. The on-call consultant will be resident until 8pm and will be on-call (non-resident) thereafter. On-call nights are arranged by mutual agreement and are not fixed to any specific week of the rotation.

Saturday and Sunday on-call duties do not contain any compulsory resident hours of duty. On-call weekends are arranged by mutual agreement and are not fixed to any specific week of the rotation.

^ DCC (other) and Network Support duties may be undertaken flexibly.

Managerial Responsibilities

The postholder will:

- 1 Undertake the administrative duties associated with the care of his/her patients and the running of the department in conjunction with colleagues.
- 2 Delegate appropriate responsibility and authority to the level of staff within his/her control, consistent with effective decision making, while retaining overall responsibility and accountability for results.
- 3 Be expected to be involved in the planning, implementation and management of the Neonatal Service.
- 4 Identify objectives with the Chair of Division, Clinical Director and Specialty Improvement Lead/ Lead Clinician and agree an action plan ensuring personal development.
- 5 Take such action as may be necessary in disciplinary and grievance matters in accordance with the procedures laid down and approved by the Trust.

General Responsibilities

- 1 Employees of the Trust are required to promote and support the mission and vision of the service for which they are responsible.
- 2 At all times provide a caring service and to treat those with whom they come into contact in a courteous and respectful manner.
- 3 Demonstrate their commitment by their regular attendance and the efficient completion of all tasks allocated to them.
- 4 Comply with the Trust's Smoke Free Policy.
- 5 Carry out their duties and responsibilities in compliance with the Health and Safety Policies and Statutory Regulations.
- 6 Adhere to Equality and Good Relations duties throughout the course of their employment.
- 7 Ensure the ongoing confidence of the public in-service provision.
- 8 Maintain high standards of personal accountability.
- 9 Comply with the HPSS Code of Conduct.

ADDITIONAL INFORMATION

Terms & Conditions

This appointment is subject to the Consultant Terms & Conditions of Service (Northern Ireland) 2004, and as amended.

Registration

Registration with the General Medical Council and License to Practice must be maintained.

Salary

As per current Consultant salary scale in line with the Consultant Terms & Conditions of Service.

Indemnity

Employees are normally covered by the HPSS and Community Health Service Indemnity against claims for medical negligence. However, certain circumstances may not be covered by the Indemnity, especially where a separate fee is received. The Department of Health, Social Services & Public Safety (DHSS&PS) therefore advises that membership of a medical defence organisation is maintained.

Support and Office Facilities

Appropriate office accommodation, secretarial support, radiographic, nursing and ancillary staff will be provided.

Team working

The successful candidate will be expected to work with local managers and professional colleagues in the efficient running of clinical services and will share with consultant colleagues in the medical contribution to management.

Subject to the provisions of the Terms and Conditions of Service, the successful candidate is expected to observe the Unit's agreed policies and procedures, drawn up in consultation with the profession on clinical matters and to follow the standing orders and financial instructions of the Trust.

The applicant will be expected to adhere to consultant terms and conditions of service (NI) 2004 as amended, in addition to all Trust policies and procedures.

The successful candidate will be expected to make sure that there are adequate arrangements for hospital staff involved in the care of his/her patients to be able to contact him/her when necessary. He/she and his/her colleagues will ensure suitable cover for post-operative patients when the surgeon is off-site.

Teaching and Research

The successful candidate will be expected to be involved in the teaching of undergraduate medical students and the training of junior medical staff.

Multiprofessional Audit and Continuing Medical Education

The post holder will be required to take part in the Directorate audit programme. They will also be required to undertake such continuing educational activities as are necessary for them to remain accredited by their Royal College.

Consultant Appraisal/Revalidation

Appointees are required to participate in Consultant Appraisal processes in accordance with DHSS&PS requirements. The Trust has the required arrangements in place to ensure that all medical staff have an annual appraisal with a trained appraiser and supports the doctor going through the process

Quality

Patient satisfaction must be at the forefront of the concern of each member of staff. Every patient is to be treated as an individual and provided with high quality service in terms of courtesy, kindness, interest and efficiency.

Residence

In order to meet the on-call requirements of the post (if required), the appointee is required to reside within a reasonable distance to their principal place of work, as per terms and conditions of service.

Type of Appointment

The appointment shall be on a temporary, whole time basis, or part-time by agreement, based on the needs of the service.

Medical Examination

Appointment to this post is subject to a satisfactory pre-employment health assessment with the Trust's Occupational Health service.

Pension

Membership of the Health Services Superannuation Scheme is voluntary. There is reciprocity between the Northern Ireland scheme and that in mainland Britain.

Private Practice

All private professional services and fee paying services that are not part of the Contract of Employment must be undertaken in accordance with Schedules 9, 10 and 11 of the Contract of Terms & Conditions of Service (NI) 2004.

Date on which post is available

The appointee may take up post upon satisfactory completion of essential pre-employment checks.

Visiting

For further information regarding this post, or to arrange a visit, you are encouraged to informally contact Dr Stan Craig, Clinical Lead & Neonatal Consultant, telephone: 028 96156636 or email stan.craig@belfasttrust.hscni.net .

Canvassing

Canvassing will disqualify. Any approach to a member of the Belfast HSC Trust or a member of any Committee or Panel of the hospital by or at the request of a candidate, will be treated as canvassing.

Removal Expenses

If eligible, a fixed relocation grant may be available to assist with essential removal expenses, as outlined in the Trust's "*Re-Location and Associated Expenses Policy*". The amount must be agreed in advance of incurring expenditure.

Other Facilities

The main hospital sites are located close to Belfast City Centre. Belfast is now a vibrant, busy city with a wide range of cultural, sporting and other recreational activities. For those with children of school age there is a full range of public and private schools. Public schooling is free and of a very high standard. Housing in Belfast is of good quality and affordable and getting to and from work is generally easy, by car, bicycle and public transport.

Equality

Employees of the Trust are required to comply with the Trust's Equality Scheme. A full copy of this scheme is available in the Human Resources Directorate, Employment Equality Team.

Ionising Radiation Regulations

The Ionising Radiation (Medical Exposure) Regulations (2000) require that any person clinically or physically directing a procedure which involves exposure to radiation should have appropriate training. This can be provided locally as necessary.

Information Governance

All employees of Belfast Health & Social Care Trust are legally responsible for all records held, created or used as part of their business within the Belfast Health and Social Care Trust, including patient/client, corporate and administrative records whether paper based or electronic and also including e-mails. All such records are public records and are accessible to the general public, with limited exceptions, under the Freedom of Information Act 2000, the Environment Regulations 2004, the General Data Protection Regulation (GDPR) and the Data Protection Act 2018. Employees are required to be conversant and to comply with the Belfast Health and Social Care Trust policies on Information Governance including for example the ICT Security Policy, Data Protection Policy and Records Management Policy and to seek advice if in doubt.

Environmental Cleaning Strategy

The Trusts Environmental Cleaning Strategy recognises the key principle that “Cleanliness matters are everyone’s responsibility, not just the cleaners”. Whilst there are staff employed who are responsible for cleaning services, all Trust staff have a responsibility to ensure a clean, comfortable, safe environment for patients, clients, residents, visitors, staff and members of the general public.

Infection Prevention and Control

The Belfast Trust is committed to reducing Healthcare associated infections (HCAIs) and all staff have a part to play in making this happen. Staff must comply with all policies in relation to Infection Prevention and Control and with ongoing reduction strategies. Standard Infection Prevention and Control Precautions must be used at all times to ensure the safety of patients and staff. This includes:-

- Cleaning hands either with soap and water or a hand sanitiser at the appropriate times (WHO ‘5 moments’);
- Using the correct ‘7 step’ hand hygiene technique;
- Being ‘bare below the elbows’ when in a clinical environment;
- Following Trust policies and the Regional Infection Control Manual (found on intranet);
- Wearing the correct Personal Protective Equipment (PPE);
- Ensuring correct handling and disposal of waste (including sharps) and laundry;
- Ensuring all medical devices (equipment) are decontaminated appropriately i.e., cleaned, disinfected and/or sterilised;
- Ensuring compliance with High Impact Interventions.

Values:

The Belfast Trust aims to recruit staff not only with the right skills but also with the right values to ensure the delivery of excellent patient care and experience. Staff will be expected to be committed to provide safe, effective, compassionate and person centred care by:-

- Treating Everyone with Dignity and Respect
- Displaying Openness and Trust
- Being Accountable
- Being Leading Edge
- Maximising Learning and Development

By embedding the above values we will make a significant contribution to the delivery of the Trust’s Vision.

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 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

Clause: ***This job description is not meant to be definitive and may be amended to meet the changing needs of the Belfast Health and Social Care Trust.***

JOB SPECIFICATION

POST: Locum Consultant in Neonatal Medicine (full-time)

LOCATION: Based in the Belfast HSC Trust (Royal Jubilee Maternity Service)

ESSENTIAL CRITERIA:

<u>Criteria for Selection</u>	<u>Essential</u>	<u>Desirable</u>
Qualification and skills	<p>Full GMC registration and licence to practice.</p> <p>Membership of RCPCH or equivalent.</p> <p>Demonstrate the advanced skills and training in Neonatology required to provide services in a tertiary centre.</p> <p>CCT in Paediatrics (Neonatal Medicine), or CCT in Paediatrics with a minimum of 24 months training in a tertiary neonatal centre, or equivalent.</p> <p>Entry onto the GMC Specialist Register or eligibility for entry within 6 months of the date of interview.</p> <p>Neonatal transport experience.</p>	<p>Postgraduate degree in a relevant medical subject.</p>
Clinical experience and effectiveness	<p>Demonstrate :-</p> <p>Ability to deliver the provision of modern tertiary neonatal care.</p> <p>Ability to work in a team</p>	
Management and administrative experience		<p>Experience of organising and liaising with multidisciplinary team meetings.</p>
Teaching and training experience	<p>Demonstrate:-</p> <p>Experience of supervising junior medical staff</p>	<p>NLS instructor</p>
Personal attributes	<p>Demonstrate:</p> <p>Ability to communicate effectively with colleagues, patients, relatives & nursing staff.</p>	

The competencies required are detailed in the NHS Medical Leadership Competency Framework (MLCF) available at

[Medical-Leadership-Competency-Framework](#)

Leadership Domains

Demonstrating Personal Qualities

Working with Others

Managing Services

Improving Services

Setting Direction

NOTE:

Where educational/professional qualifications form part of the criteria you will be required, if shortlisted for interview, to produce original certificates, and one photocopy of same, issued by the appropriate authority. Only those certificates relevant to the shortlisting criteria should be produced. If educational certificates are not available an original letter and photocopy of same detailing examination results from your school or college will be accepted as an alternative. You will also be required, if shortlisted for interview, to produce your registrable qualifications.

If successful you will be required to produce documentary evidence that you are legally entitled to live and work in the United Kingdom.