

# JOB DESCRIPTION

## Consultant in Respiratory Medicine

Full Time Post – 10 Programmed Activities



September 2024

## **Table of Contents**

- Introduction
- South Warwickshire University NHS Foundation Trust
- Departmental Information
- The Trust's Vision and Values
- Departmental Staffing Structure and Service
- Job Plan
- General
- Governance
- Patient Safety and Risk Management
- Promoting Equality and Diversity
- Study and Library Facilities
- Research and CPD
- Management and Service Development
- Conditions of Service
- Other Duties
- Application Process
- Informal/Formal Visits

## **Introduction**

We are thrilled to be able to advertise for two substantive consultant posts to support our ambitions within the respiratory department at SWFT. The successful candidates will support a 7 day inpatient service, as well as a varied outpatient program and contributing towards other services such as bronchoscopy, EBUS, pleural services. The consultant body also support with medical education, with students from both Warwick and Buckingham medical schools.

With our central location and great transport links we're closer than you might think. We are located in the heart of England with easy access to the motorway network and a good railway service. Warwickshire is accessible from a number of nearby cities including Birmingham, Leicester, Northampton, Oxford and Worcester.

Surrounded by a collection of picturesque towns and villages, there is always a lot to see and do across the County. Numerous sport and leisure venues, theatres, parks and great shopping facilities make Warwickshire an idyllic place to work and live. As well as enjoying where you work, we want all our staff to lead happy and healthy lives. That's why we offer a number of benefits to support this, such as flexible working opportunities and an onsite subsidised restaurant at our hospitals in Warwick and Leamington Spa as well as a number of recognition awards.

## **South Warwickshire University NHS Foundation Trust (SWFT)**

South Warwickshire NHS Foundation Trust provides acute and maternity services for the people of South Warwickshire and community services for the whole of Warwickshire, covering a population of 536,000. The Trust includes Warwick Hospital which is the main inpatient acute facility for South Warwickshire and community hospitals also based in the south of the county. The Trust is a CHKS top 40 hospital and consistently scores highly in the National Staff Survey, coming in the top 5 general acute and community trusts to work for in the England.

The Trust runs community services for the whole county including a number of community and rehabilitation hospitals in Warwickshire. These hospitals see day patients and also offer inpatient care for those patients where a stay in an acute hospital is not necessary. The hospitals also play a role in providing rehabilitation for patients who have long-term conditions or are recovering from major operations or acute medical episodes.

These hospitals are:

- Stratford Hospital
- Leamington Hospital
- Central England Rehabilitation Unit
- Ellen Badger Hospital

**Stratford Hospital** also has a nurse-led minor injuries unit, an outpatients department and local surgery unit used by various medical and surgical specialties. Some respiratory clinics are held at the hospital, and from March 2025 a new state-of-the-art community diagnostic centre will open with a new respiratory physiology unit, alongside other diagnostic capability. Additionally, a 22 million building programme was completed in 2017 providing ophthalmology services and a cancer chemotherapy unit with 12 recliner chairs.

There is an 18 bedded inpatient facility; the Nicol Unit, also based at Stratford, which accepts step-up patients, referred from GPs in the community, transfers from acute hospital for rehabilitation and a small number of palliative patients.

**Leamington Hospital** has a 24 bedded Champion ward general rehabilitation centre, and a 19 bedded Feldon ward which is a stroke rehab ward. Feldon ward is managed by University Hospitals of Coventry and Warwickshire.

**The Central England Rehabilitation Unit** is a leading provider for Neurological Rehabilitation in the Midlands. It has achieved a designation of Major Trauma Rehabilitation Provider and is designated as a level 1 service i.e. Regional Rehabilitation Provider. It has a structured Multidisciplinary team. The Trust has developed and rebuilt the unit to provide 42/44 inpatient Rehabilitation beds in order to meet the demand on its Neurological Rehabilitation service and provide further capacity for major trauma and musculoskeletal Rehabilitation. It is the Trust's vision for the hospital to develop both clinically and academically and continue to provide a leadership role for Rehabilitation Medicine.

In addition to the rehabilitation service, the CERU is also developing a county wide Community Neurological Rehabilitation Team.

There are three wards, that provide outpatient physiotherapy, occupational therapy and other medical services.

As part of SWFT's expansion programme, The Trust is currently building a 3-storey ward block – the elective hub, which will allow reconfiguration of services on the Warwick Site, a new front entrance and café, shop and retail centre.

**Ellen Badger hospital** is a 26 bedded community hospital based in Shipston-On-Stour in the south of Warwickshire and is clinically managed by local GPs. This site is currently undergoing a significant refurbishment and expansion – services are temporarily located at Leamington Spa Hospital.

## The Trust's Vision

*“Our vision is to provide high quality, clinically and cost effective NHS healthcare services that meet the needs of our patients and the population that we serve.”*

## The Trust's Values

### Safe

- Speak up and share concerns
- Communicate clearly and simply
- Take responsibility

### Effective

- Consider communication style
- Work as a team
- Share feedback

### Compassionate

- Show empathy and understanding
- Be respectful, kind and supportive
- Make positive changes

### Trusted

- Be honest and open
- Respect others
- Empower others to succeed

### Inclusive

- Accept and value everyone
- Embrace diversity
- Call out all discrimination

## Specialty Structure at SWFT

Currently the Trust clinical management structure is based on 5 divisions:

- Elective Division
- Emergency Division
- Out of Hospital Division
- Family Health Division
- Support Services Division.

Respiratory is in the Emergency Division. The clinical management of the Division is headed by an Associate Chief Medical Director, supported by a small support structure of Clinical Directors.

## The Trust supports the following inpatient services:

Respiratory Medicine	Orthodontics
Acute Medicine	Ophthalmology
Paediatrics (including adolescent beds)	Endoscopy suite with 3 rooms
Orthopaedics	Main operating suite with 5 theatres
ENT	Pain Services
General Surgery	Orthoptics
Maxillo-facial	Day Surgery Unit with 4 theatres
Vascular Surgery	Breast care
General Medicine (including Care of the Elderly Medicine)	Stoma care
Breast Surgery	Rheumatology
Chest Medicine	Cardiology and CCU with Catheter Lab
Urology	Diabetes and Endocrinology
Gastrointestinal Medicine	Accident and Emergency
ITU	Dermatology
Haematology	

A range of additional specialist services are provided on an out-patient basis from visiting Consultants From within Coventry and Warwickshire.

## These are all supported by:

Imaging Department (including conventional and contrast radiology, ultrasound, C/T and MRI).	
Pathology Department (including Bacteriology, Biochemistry, Haematology and Histopathology).	
Physiotherapy	
Occupational therapy	Operating department practitioners
Podiatry	Integrated discharge team
Audiology	Social Services
Specialist Macheen Eye Unit	Dietetic
Speech and language therapy	



## Emergency Care Division

This post sits within the Emergency Division together with the specialties listed below.

- Acute medicine
- Emergency Medicine
- Diabetes & Endocrinology
- Frailty & COE
- Cardiology
- Respiratory
- Rheumatology
- Diagnostic services

## Respiratory Medicine Service

The unit is currently led by five chest physicians. These consultants have special interests in lung cancer, tuberculosis, interstitial lung disease, bronchiectasis and chronic obstructive pulmonary disease, asthma. The wider MDT includes close collaboration with the thoracic surgery and oncology departments at University Hospitals Coventry & Warwickshire (UHCW), and other team members at SWFT including consultant radiologists, microbiologists and pathologists. Depending on disease site and expertise, the team also liaise with colleagues across the Midlands.

## Staff

### The Respiratory Medicine Consultants are:

Dr Jay Mukherjee	Clinical Director, Consultant Respiratory Physician, Lung Cancer Lead
Dr Pooja Sharma	Consultant Respiratory Physician, ILD Lead
Dr Ricky Jones	Consultant Respiratory Physician, TB Lead
Dr Saman Kapilawansa	Consultant Respiratory Physician, Governance lead, NIV Lead, pleural lead and a long-term locum Consultant

## **VACANCY**

### Supporting MDT members include:

- 1 Associate Specialist Registrar
- 1 Specialist Registrar
- 1 Deanery trainee Registrar
- 1 Core Trainee
- 1 Foundation Level II doctor and 2 Foundation Level 1 doctors.
- 3 Clinical Nurse Specialists running LTOT and COPD admission prevention,
- 2 Medical Nurse Practitioner for Respiratory Medicine
- 3 Lung cancer nurse specialists
- 3 Respiratory physiologists (due to increase to 7 when the CDC opens in 2025)
- 1 Lead TB nurse specialist (Based with the Community)
- An acute respiratory team (ART) made up of 3 qualified and 2 training advanced care practitioners

The successful applicant will have the support of the respiratory medical secretarial service and a supportive and proactive management team.

### **Outpatient Service**

The department performs its outpatient functions in the general outpatient department at both Warwick and Stratford Hospitals.

There are weekly MDT meetings held across ILD, lung cancer and intermediary (nodule) pathways supported by specialist nurses and colleagues from SWFT and UHCW.

There is a Lung Function lab staffed by three physiologists with a wide range of tests available including basic lung function, body plethysmography, home polysomnography / oximetry, bronchoprovocation, hypoxic challenge and cardio-pulmonary exercise testing. The community diagnostic centre at Stratford, opening in 2025, will further develop the lung function service provision.

The respiratory nurse specialists run an efficient LTOT / Ambulatory oxygen / admission prevention service for patients. There is a well organised pulmonary rehabilitation program which runs both at the hospital and at several centres in the community.

There is an excellent Endoscopy unit where diagnostic bronchoscopy lists are performed. EBUS services have been successfully commissioned with the aim of commencing in spring 2025. The ideal candidate will be leading EBUS and developing this diagnostic provision. There is also an intention to develop a sleep service with further opportunities for leadership in this area.

There are service improvements in progress, including implementation of PIFU pathways, advice and guidance support options for patients, virtual ward and other pathway developments.

### **Inpatient Service**

There is a specialist respiratory ward with twenty-five beds, one negative pressure room, two single and two double side rooms. There is a procedure room where day case procedures such as pleural aspiration are performed. There is acute NIV provision for the care of our patients, supported by the ITU outreach nursing team and respiratory specialist nurses on the ward.

### **The principal element of the post will be:**

- 1) To support the inpatient service in Respiratory Medicine at Warwick Hospital
  - a. The Consultant will have 10 sessions per week to support the Respiratory Physician of the Week and the Respiratory Registrars to manage all the Inpatient workload including referrals and procedures working approx. 1 in 4 weeks.
  - b. The Consultant will be required to undertake Weekend and Bank Holiday ward support for the Respiratory Service on a 1 in 4 basis which equates to 14 weekends approximately. We have a 7-day respiratory service for 365 days a year.



- 2) Outpatient workload
  - a. The Consultant will have scheduled bronchoscopy sessions on a rota basis, approximately 1 in 4 weeks. In addition, there will be occasional emergency bronchoscopy sessions, and EBUS sessions once this service commences.
  - b. Outpatient clinics will be scheduled throughout the week.
  
- 3) Research, Education, Audit and Continuing Professional Development
  - a. To take responsibility for continuing professional education in accordance with guidelines set out by the appropriate college/faculty/professional body.
  - b. To initiate and participate in research and audit programmes in accordance with Trust policies and procedures. To take an integral role in departmental audit and quality improvement projects within their clinical area and as a department as a whole. To deliver regular audit activity and support junior doctors to develop skills and experience within audit and quality improvement projects (QIPs.) The appointee will be expected to be actively involved in audit and QIPs throughout the year.
  - c. To work in collaboration with colleagues in developing skills to provide new ways of working across different professions, organisations i.e. community/primary care.
  - d. To participate in the annual appraisal process and job planning process, and where necessary appraise others. Consultants taking on additional teaching responsibilities will have time allocated for this in their job plan.
  
- 4) Clinical Governance
  - a. In conjunction with Consultant colleagues, to ensure that the requirements of clinical governance are met and regularly attend the Trust Committees supporting the clinical governance structure.
  
- 5) General elements:
  - a. To participate in clinical and other service activities with the object of ensuring a high standard of patient care.
  - b. To take on appropriate management responsibilities, and lead in developments appropriate to interests and experience of the new appointee.
  - c. To be able to work flexibly, and cross cover for colleagues.
  - d. To take an active part in undergraduate and postgraduate teaching and training.
  - e. To contribute to the management of the clinical service and service development.
  - f. To contribute to the research and development of the department.
  - g. To provide cover for Consultant colleagues as appropriate and in accordance with local Trust arrangements and Trust Policy.
  - h. To observe the Trust's agreed policies and procedures

**Additional opportunities will be undertaken in support of the service.**

**This may include (but not limited to):**

- Support of undergraduate and postgraduate teaching and training
- Participation with our pleural service
- Participation in service development
- Management responsibilities
- Supervision of other members of the team, including rotational medical staff
- To be able to work flexibly, and cross cover for colleagues to ensure safe service provision at all times
- To contribute audit, research and development of the Respiratory Medicine department.

The South Warwickshire University NHS Foundation Trust is committed to continued support for professional development, with study leave provided within budget.

The appointment will be whole time – 10 Programmed Activities.

**Mentoring of the new appointee**

Support for the new appointee will primarily be from within the Department. The Trust has a supportive environment with a personal touch, with colleagues collaborating from a wide variety of disciplines. During the year of practice, a mentor from among the consultant body outside the Respiratory department will be available to the new appointee.

There is a supportive general manager, operational manager and service manager who approach the whole team with a holistic and fair ethos. The clinical director is also supportive and accessible.

**Clinical/ Medical Secretarial Support and Facilities**

The successful applicant and colleagues will have the support of a medical secretarial team. He/she will have a computer and access to E-mail, the Intranet and Internet and have access to office accommodation.

**Hours of Duty**

This is a 10 PA job plan which will be worked subject to the needs of the service, including weekend working and is subject to annual review via the job planning process. Each weekend worked requires 3 hrs to be worked as Direct Clinical Care on the ward both Saturday and Sunday (1in4 weekend frequency). The rota is on a 4 week rolling plan where 3 weeks are clinic based and the 4<sup>th</sup> week will be Physician of the Week.

There may be opportunity for the post holder to participate in the General Medicine On Call Rota, for this a 3% on-call supplement is paid to the overall salary.

**The proposed Job Plan is for 40 PA's spread over 4 weeks**

WEEK 1							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
AM	09:00 – 13:00 SPA	08:30-12:30 Clinic or Bronchoscopy	09:00-13:00 Clinic	09:00 – 10:00 Lung MDT 10:00 – 13:00 Teaching Clinic	09:00 – 13:00 Clinic	Off	Off
LUNCH							
PM	13:30 – 17:30 Clinic	Off	Nodule MDT 13:30 -14:30 SPA 14:30 – 18:30	Admin 13:30-16:30 SPA 16:30 – 17:30	SPA 13:30- 18:00	Off	Off
WEEK 2							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
AM	09:00 – 13:00 SPA	08:30-12:30 Clinic or Bronchoscopy	09:00-13:00 Clinic	09:00 – 10:00 Lung MDT 10:00 – 13:00 Teaching Clinic	09:00 – 13:00 Clinic	Off	Off
LUNCH							
PM	13:30 – 17:30 Clinic	Off	Nodule MDT 13:30 -14:30 SPA 14:30 – 18:30	Admin 13:30-16:30 SPA 16:30 – 17:30	SPA 13:30- 18:00	Off	Off
WEEK 3							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
AM	09:00 – 13:00 SPA	08:30-12:30 Clinic or Bronchoscopy	09:00-13:00 Clinic	09:00 – 10:00 Lung MDT 10:00 – 13:00 Teaching Clinic	09:00 – 13:00 Clinic	Off	Off
LUNCH							
PM	13:30 – 17:30 Clinic	Off	Nodule MDT 13:30 -14:30 SPA 14:30 – 18:30	Admin 13:30-16:30 SPA 16:30 – 17:30	SPA 13:30- 17:30	Off	Off
WEEK 4							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
AM	POW – Based on ward	POW – Based on ward	POW – Based on ward	POW – Based on ward	POW – Based on ward	POW 09:00 – 12:00	POW 09:00 – 12:00
PM	POW – Based on ward	POW – Based on ward	POW – Based on ward	POW – Based on ward	POW – Based on ward	Off	Off

4 week rolling job plan elements include:

Clinics	12 PA's	(3 PA's per week on average)
POW	12 PA's	(3 PA's per week on average)
SPA	10 PA's	(2.5 PA's per week on average)
Admin	2.25 PA's	(0.5625 PA's per week on average)
MDT	1.5 PA's	(0.375 PA's per week on average)
Teaching	2.25 PA's	(0.5625 PA's per week on average)
Total	40 PA's	(10 PA's per week on average)

In the Trust every Consultant is given 1 spa as Mandatory Training and additional is given for lead roles or development of potential new services and appraisals.

## General

### Quality Governance

Quality and patient care is at the core of the organisation. To ensure we deliver services with quality we have quality governance processes in place. The day-to-day management of quality governance is the responsibility of everyone in our organisation. The identification and management of it requires the active engagement and involvement of staff at all levels. Our staff are best placed to understand the quality governance relevant to their areas of work, and must manage it, within a structured framework. The Trust recognises that quality governance cannot be simply attributed to one person but is an integral part of the normal management processes.

The Board of Directors are ultimately responsible for managing the organisational quality, using risk management processes to monitor it. The Board of Directors utilise the Board Assurance Framework (BAF) and the Trust Risk Register provide additional evidence that the appropriate quality governance arrangements and risk management policies are operating effectively. The Board of Directors are responsible for determining the governance arrangements of the Trust, including risk management and agreeing the necessary policy framework and for monitoring performance within these areas. The Audit Committee is responsible for providing independent assurance on the robustness of governance and risk management, including internal controls in the Trust to the Board of Directors. The Committee primarily utilises the work of Internal Audit and External Audit but are not limited to these audit functions. It will also seek reports and assurances from Directors and Managers, as appropriate, concentrating on the over-arching systems of integrated governance, risk management and internal control, including evidence that the BAF is effective.

The Clinical Governance Committee, chaired by a Non-Executive Director, provides assurance to the Board of Directors that the Trust is fulfilling its statutory duties, and complying with national standards and achieving its own objectives in respect of the provision of clinical care. It takes into account national best practice guidelines, including National Service Frameworks and associated improvement strategies, NICE and NPSA guidance. The Committee also consider the implications arising out of national reports and enquiries, including the National Confidential Enquiries, and consider the outcome of national audits. The Committee is responsible for implementing the governance agenda to ensure that there is continuous and measurable improvement in the quality of the services and for providing assurance to the Board of Directors that the risks identified are appropriately managed. An operational structure alongside a medical leadership structure is also in place to strengthen the quality governance for the organisation.

### Patient Safety and Risk Management

Patient safety is fundamental to the services provided by the Trust and is critical for ensuring patients receive safe and quality care. To ensure Patient safety is monitored closely, the Trust's Patient Safety Surveillance Group has continued through 2024/25. The group co-ordinates, supports and monitors the implementation of the work programmes and initiatives focussed on the improvement of patient safety. The group also monitors the implementation of patient safety alerts and provides assurance to the Clinical Governance Committee that necessary actions have been taken.

The patient safety team continued to review medical records on a twice monthly basis using Global Trigger Tool methodology. This method identifies triggers during a patient's hospital stay (e.g. blood transfusion). Once the reviewer has recognised a trigger, they then determine if this trigger has caused the patient any harm. The harm events range from temporary harm, to contributing to patient's death.

The team also coordinate the mortality reviews undertaken by consultants, noting any comments made, and identify any trends or patterns that may arise. The team also conduct mortality reviews in relation to any outliers from statistics produced by CHKS. The Trust had implemented a vast array of initiatives to ensure patient safety and to drive up standards of quality.

### **Promoting Equality and Diversity**

Promoting equality and diversity are at the heart of the Trust's values. We ensure that fairness is exercised in all that we do whether that is in our employment practices or the services we deliver. We will not discriminate on grounds of gender, race, ethnic origin, nationality, national origin, disability, sexual orientation, religion or age. Our patients, their carer's and our staff deserve the very best we can give them in an environment in which all feel respected, valued and empowered. This includes supporting our staff to focus on delivering high quality accessible services that are responsive to each individuals needs.

### **What we have done with our staff....**

- The Trust provides annual training to staff which highlights the importance of recognising and appropriately addressing stereotyping, direct and indirect discriminatory behaviour, as well as acknowledging and valuing difference.
- Staff are being provided with information through a staff handbook about what support is available to them; including how to access the confidential self referral counselling service for staff.
- The Trust continues to develop local policies, procedures and guidelines for staff in partnership with the local trade unions.
- The Trust continues to raise awareness amongst staff on 'Dignity at Work' issues and the 'Whistle Blowing Policy' through internal communication channels and training sessions, as well as the Freedom to speak up team (FTSU).
- The Trust has undertaken a number of staff awareness campaigns in relation to promoting health and well being and highlighting equality issues. Campaigns are seasonal and linked into Public Health priorities and national awareness days and there is an emerging divisional well-being team.

### **Study and Library Facilities**

There is a library based in the Medical Education Building together with a number of computer terminals to support study. The Trust also subscribes to a number of medical journals and online information resources.

### **Clinical Governance**

In conjunction with Consultant colleagues, to ensure that the requirements of clinical governance are met and regularly attend the Trust Committees supporting the clinical governance structure.

### **Research, Education, Audit and Continuing Professional Development**

To take responsibility for continuing professional education in accordance with guidelines set out by the appropriate college/faculty/professional body.

To initiate and participate in research and audit programmes in accordance with Trust policies and procedures.

To work in collaboration with colleagues in developing skills to provide new ways of working across different professions, organisations i.e. community/primary care.

To participate in the annual appraisal process and job planning process, and where necessary appraise others. Consultants taking on additional teaching responsibilities will have time allocated for this in their job plan.

### **Conditions of Service**

The appointment will be made on Trust terms and conditions, which presently reflect the terms and conditions of the service for consultants (England) 2003, as amended from time to time.

### **Revalidation**

The Trust has the required arrangements in place to ensure that all doctors have an annual appraisal with a trained appraiser and supports doctors going through the revalidation process.

### **Residence**

The successful candidate will be required to maintain his/her private residence in contact with the public telephone service and to reside 10 miles by road from base Hospital unless specific approval for greater distance is given by both Trusts.

### **Annual Leave and Study Leave**

Annual leave entitlement is as per Schedule 18 of the Terms and Conditions. At least six weeks notice is required before taking annual leave.

The post holder will be entitled to thirty-two days annual leave per year, after seven years service additional 2 extra days are added. Annual leave must be requested and authorised in line with Trust guidance.

A maximum of thirty days study leave with pay and expenses can be taken over a 3 year period, or ten days each year. The current method for taking study leave is under review and advice should be sought from the Medical Workforce Team.



### **Time Off In Lieu**

Additional working at weekends or bank holidays, will entitle the appointee to days off in lieu as outlined within the trust guidelines.

### **Notice Period**

The employment is subject to three months' notice, subject to the provision of paragraphs 190 to 198 of the Terms and Condition of the Service of the Hospital Medical and Dental Staff.

### **Salary**

The starting salary of the appointment (exclusive to any distinction and meritorious service award payable to you) will be the appropriate point on the NHS Consultant Pay Scale.

Pay progression will be on the anniversary of appointment and is subject to satisfactory participation in annual appraisal, the completion of a job plan review and agreed personal objectives as set out in Schedule 15 of the Terms and Conditions.

Starting salary will be determined according to the terms and conditions as per the Consultant Contract 2003. Where a candidate has service in or outside the NHS which he / she feels should be taken into account in determining the starting salary, this will be considered following the offer of appointment.

### **Superannuation**

This post is superannuable under the Health Service Superannuation Scheme.

### **Health and Safety**

The Trust fully recognizes its duties under the Health and Safety at Work Act 1974 to ensure, as far as is reasonably practicable, the healthy, safety and welfare at work of all its employees and, in addition, the business of the Trust shall be conducted so as to ensure that patients, their relatives, contractors, voluntary workers, visitors and members of the public having access to Hospital premises and facilities are not exposed to the risk to their health and safety.

The list of duties and responsibilities given above is not an exhaustive list and the consultant may be asked to undertake other duties in line with the overall purpose and nature of the post as may be required from time to time.

All consultants are expected to contribute to the smooth running of their clinical service as required; in particular, to comply with the policies and procedures, Standing Orders and Financial Regulations of both Trusts.

### **Conditions of Employment**

The following conditions must be met before the Trust will confirm an offer of employment:

### **Verification of Right to work**

All employees must provide the Trust with the following documentation to prove their ID and eligibility to work in the UK:

- 2 forms of photographic ID plus 1 document confirming your address, or
- 1 form of photographic ID plus 2 document confirming your address
- Plus any current permit documentation issued to you by the Home Office

### **Criminal Convictions and Police Checks**

Employees must declare full details of all criminal convictions or cautions under the Rehabilitation of Offenders Act, 1974. The information given will be treated in the strictest confidence and taken into account only where the offence is relevant to the post applied for.

Successful applicants for posts will be required to give permission in writing for a police check to be done by the Criminal Records Bureau

### **Employment References**

It is a condition of employment that three satisfactory references are provided which are acceptable to the Trust, one of which must be from your current or most recent employer. The Trust requires references to be obtained from your last three years of employment.

### **Occupational Health Screening**

It is a condition of employment that all successful candidates undertake pre-employment screening and are cleared before formal confirmation of the appointment is sent to candidates. To avoid unnecessary delay, health screening interviews are arranged, wherever possible, for the same date as the Advisory Appointments Committee.

### **Professional Registration**

The successful candidate is required to be registered with the General Medical Council and have CCT or CESR and be on the GMC Specialist Register for Respiratory Medicine. Candidates may still apply if they are within 6 months of obtaining their CCT. Membership of an approved Medical Defence/Protection Society is not a mandatory requirement for the post but is strongly advised.

### **Policies and Procedures**

To observe the Trust's agreed policies and procedures, in particular in relation to managing staff. These policies and procedures have been drawn up and agreed through in consultation with the relevant Trade Union bodies and professions on clinical matters.

## Tenure

This is a full-time appointment and is based on a total of 10 Programmed Activities. This is a permanent position

## Application Process

Applications should be made through our website [www.jobs.nhs.uk](http://www.jobs.nhs.uk) and enter the Job Reference number.

## Informal/Formal Visits

Applicants wishing to visit the department can do so by prior arrangement with Dr Mukherjee, Lead Physician Respiratory Medicine on 01926 495321 ext 4157/4897.

To contact the Medical Workforce Department telephone: 01926 495321 Ext 6539  
Further information available by contacting Dr Mukherjee via hospital switchboard 01926 495321

## Travelling Expenses

Traveling allowances are paid in accordance with the Terms & Conditions for Consultants 2003.

Potential applicants wishing to visit the Trust will be reimbursed for two preliminary visits (one informal visit prior to application and one for the formal visit before interview) plus actual interview expenses. If a post is offered and subsequently refused, expenses will not be reimbursed.

Interviewed candidates traveling from outside the UK (this includes Republic of Ireland) will be entitled to traveling and subsistence expenses, but only in respect of the journey from the point of entry to the UK to the interview location.

**PERSON SPECIFICATION**

REQUIREMENTS	ESSENTIAL	DESIRABLE
<b>Physical requirements</b>	Satisfactory Occupational Health Clearance	
<b>Professional Experience</b>	On the GMC Specialist Register in Respiratory Medicine. Expressed interest in undergraduate and postgraduate education. Extensive experience of management of pleural disease.	GIM Accreditation
<b>Academic achievements</b>	MRCP or equivalent	Research experience and/or higher qualifications Additional Relevant Qualifications
<b>Research, Audit and Clinical Governance</b>	Proven experience in undertaking Clinical Audit and Governance Demonstrate skills in Audit and Clinical Governance activities	Research experience and/or higher qualifications
<b>Disposition</b>	Good verbal and written communication Able to plan a new service and developments in service delivery Willingness to work unsocial hours IT skills Good team leader and player Good interpersonal skills Reliable Able to work under pressure Able to work flexibly Willingness to work with colleagues Willing to travel to the different hospitals in the Warwickshire area Demonstrate skills in Audit and Clinical Governance activities	Innovative
<b>Personal circumstances</b>	Willing to live within 10 miles of Warwick Hospital or 30 minutes travelling distance	Car owner and driver