Candidate information pack

Consultant in Gastroenterology
William Harvey Hospital
344- MED9276ULW
Dear candidate,

Welcome to East Kent Hospitals University NHS Foundation Trust.

We are a pioneering Trust, on an exciting journey of healthcare transformation, with award-winning research and innovation, and a strong team ethos. We're looking for positive clinical leaders who want to help us deliver first-class patient care to a fascinating and complex population and be part of something special.

We provide the full range of district general hospital services, and some regional specialities, including the country’s best performing trauma unit and robotic surgery.

The William Harvey Hospital in Ashford, and Queen Elizabeth, The Queen Mother Hospital in Margate, are east Kent's district general hospitals, while Kent & Canterbury Hospital in Canterbury is a specialist services hub which provides adult medical care, inpatient renal, urology and vascular services. Our new hospital in Dover, the Buckland, and Royal Victoria Hospital, Folkestone, provide a variety of outpatient, diagnostic and minor injury services, alongside a range of services throughout the local area.

As you would expect from a large teaching Trust, we prize training doctors, nurses and other health professionals and work closely with local universities and King's College, University of London.

We are working closely with a nationally-renowned vanguard to drive pioneering local care, and have a clear clinically-led strategy to transform secondary care in east Kent from next year to deliver outstanding standards of care across all specialties. We support clinicians who see opportunities to make tertiary care available locally for our population, and we have a strong research ethic, being the highest recruiter to research studies in the county.

Our vision is ‘great healthcare from great people’, and we are proud of what we have achieved to date for our population and are excited about what’s to come.

If you would like to be part of this exciting journey, your rewarding work-life will be complemented by the advantages of living in the Garden of England, with a choice of rural, seaside and picturesque places to enjoy and live in, alongside the essentials like excellent schools and easy access to London – and Europe.

The Trust has strong links with the two local Universities and already has joint appointments with both Universities including Professorial appointments. Both Universities have submitted an exciting joint bid for the development of a Kent & Medway Medical School which if successful will see the development of the school begin by 2019. The Trust is happy to consider support for research, education and development of doctors within the Trust.

One of the largest acute trusts in England, we have a predicted turnover of £540 million for 2015/16. We serve a population of 759,000 people, employ 7,950 staff and have 1,100 beds across three main acute hospital sites. We achieved Foundation Trust status in 2009.

If you think this could be the start of something special, please apply as quickly as possible using the electronic application form on the NHS Jobs website, because we will close the advert for this job once we’ve received sufficient applications.

If you have a disability or long-term health problem, we are committed to offering reasonable adjustments throughout the recruitment process and employment. If you would like more information or support, please contact the Resourcing Team on 01227 866450 or resourcing@nhs.net, who will be happy to help.

Yours faithfully,

Matthew Kershaw, Chief Executive
Our vision, mission and values

Our vision is: “Great healthcare from great people”

Our vision is deliberately simple but sums up what we want to achieve for every patient every day.

Our mission is: “Together we care: improving health and lives”

Our mission statement explains why we exist – what East Kent Hospitals is here to do.

Our values are:

People feel cared for as individuals
People feel safe, reassured and involved
People feel teamwork, trust and respect sit at the heart of everything we do
People feel confident we are making a difference

Our values describe what’s important to us and what we want it to feel like to work and be treated here.

Our priorities are:

Patients
We want to enable all our patients (and clients who are not ill) to take control of all aspects of their healthcare by 2021.

People
We want to identify, recruit, educate and develop a talent pipeline of clinicians, healthcare professionals and broader teams of leaders, skilled at delivering integrated care and designing and implementing innovative solutions for performance improvement.

Provision
We want to clearly identify ‘what business we are in’, ‘what we want to be known for’ and ‘what our core services are’. We need to provide the right services and do it well.

Partnerships
We want to define and deliver sustainable services and patient pathways together with our health and social care partners, by 2021.

You can find out more about what we do on our website at www.ekhuft.nhs.uk and view our organisational structure charts here.

Job Description
THE URGENT CARE AND LONG TERM CONDITIONS DIVISION

<table>
<thead>
<tr>
<th>Divisional Director:</th>
<th>Mrs Lesley White</th>
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<tbody>
<tr>
<td>Divisional Medical Director:</td>
<td>Dr Jonathan Purday</td>
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<tr>
<td>Divisional Head of Nursing:</td>
<td>Mrs Karina Greenan/Mrs Elisa Steele</td>
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The Gastroenterology Service sits within the Urgent Care and Long Term Conditions Division. Other services within the Division include Emergency Medicine, Cardiology, Respiratory, Neurosciences, Rheumatology, HCOOP, Diabetes and Endocrinology.

The Division aims to fully involve all staff and clinicians in the management of the Division and to encourage a multi-disciplinary approach to service delivery and the Trusts clinical strategy.

The Division’s ethos is “To provide the highest standard of clinical care for all patients – treating every patient as if they were a member of our own family”.

The Gastroenterology Department won the Trust Awards Service Improvement award in 2012 and the Outstanding Innovation Award in 2013 for the implementation of capsule endoscopy.

The Department has successfully implemented a 24/7 GI Bleed rota across the Trust.

The Trust has been selected to be part of the third wave role out for Bowel Scope as part of the Bowel Cancer Screening Programme and this is due to commence in 2017.

THE GASTROENTEROLOGY DEPARTMENT

This is a newly created post to help develop specialist GI services such as hepatology and expand the ERCP service in East Kent. The post holder will be based at the William Harvey Hospital (WHH) joining four other consultant gastroenterologists on this site. The post holder will be required to support both the WHH general internal medical rota and a trust wide GI Bleeding rota, but there is no weekend on call commitment for G(I)M and the overall weekend on call frequency for GI bleeding will not exceed 1 in 14.

There are currently 14 gastroenterologists providing a broad range of acute and elective services across the three main hospital sites in East Kent. They are supported by one Nurse Endoscopist, two gastroenterology Nurse Specialists and a Nurse Consultant. The Nurse Endoscopist service will be expanding across the Trust to support the development of a sustainable multidisciplinary workforce.

Endoscopy Services are provided from the three main hospital sites. There are two procedure rooms at KCH, three at QEQM and WHH. A full range of diagnostic and therapeutic procedures, including ERCPs, are performed on all sites.
EKHUFT was the first organisation to offer population based bowel cancer screening in Kent and six of the Trust’s gastroenterologists are accredited bowel cancer screening colonoscopists. We are currently planning the introduction of Bowel Scope in 2017 in addition to progressing our application for JAG Accreditation.

Patients with Hepatitis C are usually treated locally and this service is supported by a Hepatitis C nurse specialist covering all three sites. We have successfully established a hub and spoke model of care with King’s College Hospital and we are looking to develop further the hepatology services delivered in East Kent.

The Trust is part of the Kent and Medway Cancer Network. Patients with UGI cancers are currently referred to Guys and St Thomas’. There is a weekly MDT meeting, which is video linked across all three sites and also joined by the specialist surgeon from Guy’s and St Thomas’. Patients with pancreatoco-biliary cancers are referred to King’s College Hospital. A surgeon from Kings attends the MDT meeting in person on a monthly basis.

The EKHUFT gastroenterologists all meet on a monthly basis to discuss business, service development and governance matters.

As part of its overall clinical strategy EKHUFT is committed to ensuring that patients receive care as close to home as possible and is keen to support the repatriation of services currently provided by other organisations. Ambulatory care pathways and daily consultant input into the Emergency Floor and specialist GI ward are also part of the Trust’s clinical strategy.

The Trust also hosts over 30% of the gastroenterology training posts in the KSS deanery. The successful applicant will play a role in developing the profile of the deanery as the education provider of choice for GI trainees.

**Staff**

<table>
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<tr>
<th>Consultant Staff</th>
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<tbody>
<tr>
<td><strong>Dr David Austin</strong></td>
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<td><strong>Dr Arun Dhiman</strong></td>
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<td><strong>Dr Chris Fox</strong></td>
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<td><strong>Dr Andrew Piotrowicz</strong></td>
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<td><strong>Dr Kate Hills</strong></td>
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<td><strong>Dr Anne Ballinger</strong></td>
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<td><strong>Dr Nabil Sidique</strong></td>
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<td><strong>Dr Zacharias Tsiamoulos (Endoscopy Clinical Lead)</strong></td>
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<td><strong>Dr John Bollas</strong></td>
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<tr>
<td><strong>Dr Frank Muller (Gastro Clinical Lead and BCS Clinic Lead)</strong></td>
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<tr>
<td><strong>Dr Sebastian Barton</strong></td>
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<tr>
<td>Name</td>
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<tr>
<td>Bev Spore</td>
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<td>Naomi Roads</td>
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<tr>
<td>Maggie Moore</td>
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<tr>
<td>Sandra Pilcher</td>
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<tr>
<td>Lloyd Matsuka</td>
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<tr>
<td>Glyn Scott</td>
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<tr>
<td>Carly Pascoe (Acting post)</td>
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<tr>
<td>Julie Phillips</td>
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<tr>
<td>Paula Morgan</td>
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<td>Zoe Webster</td>
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<table>
<thead>
<tr>
<th>Name</th>
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<tr>
<td>Lisa Neal</td>
<td>General Manager</td>
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<td></td>
<td>Gastroenterology/Endoscopy/Bowel Cancer Screening</td>
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<tr>
<td>Sara Lawson</td>
<td>Senior Operations Manager</td>
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DUTIES OF THE POST

We are looking for a keen and committed Doctor who will participate fully and become an integral part of the Gastroenterology team. The postholder is expected to contribute to the development of GI/hepatology services and to participate in and present the results of audit. We are looking for a Gastroenterologist who can join the ERCP team. We also welcome candidates who may be interested in developing a PH monitoring service in East Kent or who consider a shared role between East Kent and one of the London Hospitals we are in discussion with.

They will provide appropriate care, diagnostic and therapeutic services for patients presenting with gastroenterological illnesses.

On-call for Medicine will be one week day in 16 with internal cross cover. There will be a contribution towards a trust wide GI bleed rota.

The gastroenterology consultant team at the WHH provide early morning review of the Emergency Floor to identify patients needing specialist care and will perform daily board and ward rounds of patients on the specialist GI/hepatology ward supporting the delivery of SAFER. The team are supported by a compliment of two specialist registrars, two SHOs and one FY1 doctor.

In addition to gastroenterology inpatient ward rounds, the post holder will perform two OPD clinics per week and two general endoscopy lists, plus a session dedicated to a specialist interest. Expertise in ERCP is required and one session of the endoscopy sessions will be dedicated to ERCP. The post holder may be expected to fulfil some of their clinical commitments on other sites in the Trust.

The GI consultants currently provide inpatient care in two week hot blocks and during this time commitments to elective activity will be reduced, while proportionally more clinics/endoscopy lists will be carried out when off the wards.

Other responsibilities include:

**Junior staff:** Recruitment, appointment and educational supervision including educational contracts, regular appraisal, organisation of study leave, annual leave and rotas

**Budget:** Co-operate with the Divisional Medical Director and Divisional Director on budget issues

**Communication:** This will include responsibility for and arrangement of:
- Communication and liaison with all other medical and service departments within the hospital including: General Management, Medical Records, and Social Work Department
- Communication with General Practitioners will include telephone discussion of problems and writing of letters about cases seen in the department
- Communication with other hospitals and special departments in other hospitals

**Teaching**: Junior doctors and medical students, nurses and other paramedical staff in the team in speciality and special interest

**Non-Emergency Work in Premium Time**: The Trust will require you, in line with service needs to undertake non emergency work during premium time.

**On Call Arrangements: (see above)**

The duties and responsibilities in this job description may need further discussion in the future to ensure that they continue to meet the needs of the service, future service developments and the post holder.
Patient Safety, Clinical Governance, Education and Training

The Trust is fully committed to improving patient safety and experience. Consultants are expected to comply with GMC guidance and all Clinical Risk Management processes. They must audit their own clinical outcomes, report clinical incidents, alert the trust to risk, participate in annual appraisal and work to foster good team relationships.

It is expected that the appointee will plan a programme of personal development and continuing medical education and through the appraisal process ensure that adequate training is undertaken both to maintain their skills, knowledge and expertise and to ensure revalidation. There is extensive local support and the Trust provides reasonable costs for formal study leave.

An annual review of the job plan will take place between the Divisional Medical Director/Clinical Lead and the Consultant in accordance with the arrangements in the new contract. This will include discussions regarding the needs of the service, with agreement of objectives for clinical standards, goals and workload.

Each of the three main hospital sites has a well-equipped multi-disciplinary Education Centre, including internet facilities and a library. Each runs full programmes of educational meetings. The Trust is designated as an Associate University Provider NHS Trust for undergraduate education. Doctors in Training are recruited to the Trust from London medical schools on matching schemes.

All Consultants have responsibilities for teaching doctors, students and non-medical healthcare professionals, and should ensure they use the time allowed in their working week for duties of teaching and supervision. New Consultants are required to enrol on the Deanery Certificate of Teaching programme within the first 12 months of appointment. All Consultants should include some element of educational development within their personal development plan, using at least one half day per year of their external study leave to this end.

Research and Innovation

The Trust wishes to “make a difference to the experience and outcomes of health care to the people of Kent, the NHS and internationally through Research, Enquiry and Innovation” and we have an ambitious strategy to deliver this vision from 2016 to 2020. You can read more about our approach to research on our website.

We are one of the most research-active acute Trusts in the Kent, Surrey and Sussex region, with over 120 NIHR CRN Portfolio studies open to recruitment across more than 20 specialty areas, with at least 15 new industry funded/sponsored studies opening each year. All newly appointed Consultants are encouraged to take on the role of Principal Investigator and considerable training and support is available.

Trust clinicians are also actively supported in developing their own research ideas and participate in local, regional & international academic collaborations. We have been awarded research funding (£100k to £2m) by NIHR (RfPB and HTA), MRC, Pfizer and other major funding bodies in recent years. The Trust also has internal
funding schemes to assist researchers, including those without previous experience, to gain pump-priming monies for individual projects, or to support individual sessional research time.

We have a strategic alliance with University of Kent’s KentHealth, and have active collaborations between the Trust and all our local universities (UoK, Canterbury Christ Church University (CCCU) and Medway School of Pharmacy) as well as many other UK and international partners. A number of staff hold joint University-Trust appointments, including Centre for Health Services Studies at UoK, and the England Centre for Practice Development at CCCU with its expertise in sustainable transformation and development.

The Trust wishes to increase the number of joint appointments, and applicants who have commensurate research experience are invited to contact Dr Tim Doulton, Director of Research and Innovation.

**Infection Control**

In accordance with the Health Act (2006) all staff are expected to comply with National and local Infection Control policies and procedures, and any other related infection prevention policies or procedures. In addition, all staff whose normal duties are directly or indirectly concerned with patient care should ensure they have received annual mandatory training (including hand hygiene). It is expected that all Consultants will lead by example in this area which receives maximum attention.

**Summary Terms and Conditions of Appointment**

The post will be appointed to under the Terms and Conditions of Service for Hospital Medical and Dental Staff as amended from time to time. The post-holder is required to be fully registered with the General Medical Council and on the Specialist Register or eligible for inclusion on the Specialist Register within six months of the date of interview.

The appointee will be required to reside not more than 30 minutes away from their main base, unless specific approval is given by the Chief Executive and Medical Director. The post-holder's private residence shall be maintained in contact with the public telephone service.

The passing of a medical examination is a condition of employment. Every Consultant must adhere to the Trust policies and procedures including documentation of all activity both in outpatients and theatre.

Any Consultant, who for personal reasons is unable to work full-time will be eligible to be considered for this post; if such a person is appointed modification of the job content will be discussed on a personal basis in consultation with the Divisional Medical Director.

**Salary**

The Consultant salary scale is currently £76,761 rising to £103,490 per annum (pro rata where applicable).
Annual leave

The annual leave entitlement is six weeks and two days and applications are subject to approval by the Divisional Medical Director. A minimum of eight weeks’ notice of leave arrangements is requested so that adequate cover arrangements can be made. Annual leave entitlements increased for consultants with seven or more years of completed service with effect from 1 April 2005 by an additional 2 days.

Study leave

Study leave is available according to local agreements. All clinical staff are required to give eight weeks’ notice.

Removal Expenses

Where a practitioner intends to claim reimbursement of removal or associated expenses, it is important that he/she first obtains a copy of the Trust's policy on removal expenses and should discuss the proposals with the Resourcing department prior to taking up duty.

Visiting Arrangements

Further details and information may be obtained by contacting Tracey Couchman, secretary to Dr Frank Muller and Lisa Neal on t.couchman@nhs.net.

Candidates who are shortlisted for interview will be expected to attend a site visit as part of the selection process. Details on how this can be arranged will be sent to you with your invitation to interview.
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<tr>
<th>Criteria Group</th>
<th>Essential</th>
<th>Desirable</th>
<th>Measurement/Testing method</th>
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<tbody>
<tr>
<td>Experience</td>
<td>• Experienced in all aspects of gastroenterology</td>
<td></td>
<td>Application Form</td>
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</table>
| Skills         | • Full GMC Registration  
• CCST Specialist Registration or will obtain within 6 months of interview date  
• Minimum of English Level 2 (GCSE grade C or equivalent), ILETS, or graduate of a UK Medical School  
• The ability to converse at ease with customers and provide advice in accurate spoken English is essential for the post | • Postgraduate qualification in gastroenterology | Application Form and evidence bought to interview |
| Values and Commitments – People feel cared for as individuals | • Welcoming and polite  
• Attentive and helpful  
• Respect others’ time  
• Speak up on behalf of those who can’t | | Interview |
| Values and Commitments – People feel safe, reassured and involved | • Consistently safe  
• Vigilant about safety  
• Reassuringly professional  
• Listen and clearly communicate | | Application Form Interview |
| Values and Commitments – People feel teamwork, mutual trust and respect sit at the heart of everything we do | • Respect people and their dignity  
• Work as a team  
• Take responsibility  
• Be a leader | | |
| Values and Commitments – People feel confident we are making a difference | • Delivers the best outcomes  
• Appreciate good work  
• Always improving our selves/services | | Application Form Interview |
| Other | • Most roles require an on-call commitment and travel across sites. Candidates must be able to demonstrate the ability to travel effectively between sites | | Application Form and evidence bought to interview |
### Additional Terms and Conditions Summary

<table>
<thead>
<tr>
<th>Confidentiality</th>
<th>The Post holder must maintain the confidentiality of information about patients, staff and other health service business in accordance with Trust Policy.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Data Protection</strong></td>
<td>The postholder, for the purposes of the Data Protection Act 1998, consents to the processing of all or any personal data including sensitive personal data as defined under the Data Protection Act 1998 (in manual, electronic or any other form) relevant to their employment, by the Trust and/or any public body or any other third party as nominated by the Trust for the purposes of audit and bound by a duty of confidentiality.</td>
</tr>
<tr>
<td><strong>Risk Management</strong></td>
<td>The post holder will ensure compliance with the Trust’s risk management policies and procedures. These describe the Trust’s commitment to risk management, the recognition that our aim is to protect patients, staff and visitors from harm, and stress that all staff have a responsibility to minimise risk.</td>
</tr>
<tr>
<td><strong>Infection Control</strong></td>
<td>In accordance with the Health Act (2006) all staff are expected to comply with National and local Infection Control policies and procedures and any other related infection prevention policies or procedures. In addition all staff who’s normal duties are directly or indirectly concerned with patient care should ensure they have received annual mandatory training (including hand hygiene).</td>
</tr>
<tr>
<td><strong>Equal Opportunities</strong></td>
<td>The post holder will treat all colleagues, service users and members of the public with respect and dignity regardless of their gender, age, race, colour, religious beliefs, religion, nationality, ethnic origin, social background, sexual orientation, marital status, disability, real or suspected HIV/Aids status, criminal background and Trade Union status. The Trust has Policy for Equality and it is the responsibility of all staff to ensure that this is implemented.</td>
</tr>
<tr>
<td><strong>Safeguarding Children</strong></td>
<td>Everyone employed by the Trust regardless of the work they do has a statutory duty to safeguard and promote the welfare of children. When children and/or their carers use our services it is essential that all concerns for the safety and welfare of children and young people are both recognised and acted on appropriately. You have a responsibility to ensure you are familiar with and follow the Safeguarding Children procedures and the Trust's supplementary Safeguarding Children Policy which is accessed electronically on the Trust's Intranet site. You have a responsibility to support appropriate investigations either internally or externally. To ensure you are equipped to carry out your duties effectively, you must also attend Safeguarding Children training and updates at the competency level appropriate to the work you do and in accordance with the Trust's Safeguarding Children Strategy.</td>
</tr>
<tr>
<td><strong>Safeguarding</strong></td>
<td>Everyone employed by the Trust regardless of the work they do</td>
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</table>
Adults: has a duty to safeguard and promote the welfare of vulnerable adults. When patients and/or their carers use our services it is essential that all protection concerns are both recognised and acted on appropriately. You have a responsibility to ensure you are familiar with and follow Trust policies in relation to safeguarding vulnerable adults. You have a responsibility to support appropriate investigations either internally or externally. To ensure you are equipped to carry out your duties effectively, you must also attend vulnerable adult protection training and updates at the competency level appropriate to the work you do and in accordance with the Trust's vulnerable adult protection training guidance.

<table>
<thead>
<tr>
<th>Health &amp; Safety</th>
<th>All staff must be aware of the responsibilities placed on them by the Health &amp; Safety at Work Act (1974) to ensure that the agreed safety procedures are carried out to maintain a safe condition for employees, patients and visitors.</th>
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<tbody>
<tr>
<td>Professional and NHS Codes of Conduct</td>
<td>You are required to act at all times in accordance with the relevant professional Codes of Conduct and Accountability (including, where applicable, those for Board Members). In addition, all management staff must comply with the ‘Code of Conduct for NHS Managers’ and ‘Standards of Business Conduct for NHS staff’.</td>
</tr>
<tr>
<td>Financial Management and Control of Resources</td>
<td>All staff are responsible for the security and the property of the Trust, avoiding loss or damage, and being economical and efficient in the use of resources. Staff are required to act in accordance with the rules and regulations as described in the Trust’s ‘Policy Relating to the Financial Management and Control of Resources’.</td>
</tr>
<tr>
<td>Mandatory Training</td>
<td>All staff are required to attend mandatory training as designated by the Trust.</td>
</tr>
<tr>
<td>No Smoking</td>
<td>East Kent Hospitals University NHS Foundation Trust has a no smoking policy. Staff are not permitted to smoke within or on Trust premises.</td>
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Please note that these terms and conditions are subject to change and may differ from your proposed contract should you be successful in your application.