

Sample job description provided by the Royal Derby Hospital.

Text should be tailored to the relevant trust before using.

Insert title

Certificate of Eligibility of Specialist Registration (CESR) Rotations in Emergency Medicine

INTRODUCTION

We are advertising a number of posts on our well established physician-specific CESR rotation based at The Royal Derby Hospital. The post is intended to provide the clinician with the support and training required to successfully complete all aspects of the CESR process. It will be possible to provide specific three-month secondment-style modules to address relevant educational and competency needs. Secondments include Anaesthesia, ITU, Acute Medicine and Children's Emergency Medicine.

Our department is renowned for its training and support. The Consultant body has current FCEM examiners as well as experience at the CESR application process. There will be a specifically-designed training and teaching package for all successful applicants and there will be a designated Consultant supervisor for the duration of the rotation.

From a clinical perspective these posts will participate in the 24 hour Emergency Department rota.

The rotation is initially offered on a fixed term contract for 12 months after which we would envisage extension on a mutually agreed basis.

The post holder must be registered with GMC and hold a licence to practice.

THE EMERGENCY DEPARTMENT

The Emergency Department at the new Royal Derby Hospital provides a 24-hour emergency service to a population in excess of 600,000 within Southern Derbyshire. There is a separate Children's Emergency Department which is co located with the Adult Emergency Department. Total activity for 2011/12 for both units was just over 115,000. A six-bedded adult emergency observation/treatment ward is located within the adult department to facilitate overnight observation of appropriate patients.

A recent peer review by the College of Emergency Medicine praised the department, saying they were impressed with "the dedication of the (consultant) team", and "their desire to remain at the forefront of emergency care". They summarised by saying "There are many aspects of care delivery that the Executive team in Derby should be rightly proud of, that what their staff delivers is at the leading edge of care delivery in Emergency Medicine in the UK"

The Derby Emergency Department continues to enjoy a very strong reputation for teaching & training of junior doctors & places an emphasis on extended consultant shop-floor presence & supervision. Feedback from a recent East Midlands Deanery Educational Review noted that "Trainees described a consultant body that is very engaged with, and supportive of, education and training."

The Adult Department comprises the following facilities:

- A rapid assessment area (pitstop)
- 6 bedded resuscitation room
- 17 bay/roomed major area
- 2 Triage see and treat rooms
- Minor area with a number of assessment & procedure cubicles, 1 eye/ENT room, 2 dressing rooms & a separate sub-waiting area.
- Plaster room
- 2 relatives' room & a bereavement bay

The Children's Department consists of:

- 2 bedded resuscitation room
- 9 examination rooms
- Plaster room
- Relative's room

The Emergency Department is part of the Acute Medicine Business Unit (as well as MAU, CDU and short stay) within the Medical Division alongside CCU, Respiratory & Renal/General HDUs & all medical specialties. The Children's Emergency Department is part of the Paediatric Business unit, again within the Medical Division. The senior Emergency Department team meet monthly & there is a quarterly clinical governance day & quarterly Consultant Education half day.

Staffing: NHS & Academic

The present medical staff establishment comprises:

NHS Consultants	WTE
Miss S Hewitt	1
Mr M Riyat	1
Dr D Becker	1
Dr Iain Lennon (Assistant Clinical Dir.)	1
Dr Peter Cull	1
Dr Sanjay Ayathan	1
Dr E Burgess	1
Dr D Boden	1
Dr D Laithwaite	1
Dr T Marshall	1
Dr A Klein	0.8
VACANT	1
Other Medical Staff	
Associate Specialists	0.8
Trust Grade Doctors	11
Trainee Medical Staff	
Specialty Registrars (ST4-ST6)	5
ACCS EM CT3	2
ACCS CT1/2, GPVTS CTs, F2	11
F1	3

The present nursing establishment is 97.73 wte qualified and unqualified staff, with a Lead Nurse supported by the Business unit Matron. The Department has a contingent of Nurse Practitioners, with ANP's in place. Nurse and medical student education is supported by 2 wte Nurse Educators and 1 wte Medical Student Educator.

Dr Julia Surrige & Dr Gis Robinson are consultants in Paediatric Emergency Medicine, as part of the Paediatric Business Unit.

Relationships with other Departments:

The department has many partnership initiatives. For example:

- With the Mental Health Trust - A Mental Health Liaison Team is available for rapid assessment of patients who have deliberately self-harmed & for liaison in the management of patients with acute mental illness. A separate Alcohol Liaison service works from the ED.
- With Coronary Care - A team of specialist cardiac nurses work in the Department to assist in the assessment & management of patients with chest pain.
- With Stroke Medicine - A team of specialist stroke nurses work in the Department to assist in the assessment & management of patients with suspected stroke.
- With Medicine – Admissions Co-ordinators & a Flow Team work with ED in placing medical patients most effectively. A CDU is also in place taking streamed patients from the ED.

The present administration support consists of a 19.43 wte Receptionists / Patient Process Co-ordinators, 1 Medical Staffing Administrator & 2.5 Secretaries.

DERBY HOSPITALS NHS FOUNDATION TRUST

Derby Hospital NHS Foundation Trust, which has achieved 3 star status five times, was successful in its application to become a first wave NHS Foundation Trust from 1st July 2004. Recognised by the Department of Health as a high performing Trust (Healthcare Commission ratings 2009 – excellent for quality of service & for use of resources), we deliver quality patient care & in recent years have achieved high standards which have put us amongst the cleanest & safest hospitals in the country. Our vision is to continue to build on these achievements – Taking Pride in Caring.

We offer a full range of acute & maternity services & with a total of 1,187 acute beds, many of which are single rooms for improved privacy and dignity for patients, serve a population of around 600,000 people throughout Southern Derbyshire. With the Derby Burton Cancer network this rises to around 750,000. Many of our services are focussed on prevention & well-being.

Employing 8200 staff with an annual budget of over £390 million, this year we will treat & are for over 180,000 people as inpatients, emergency patients & day case patients. This will equate to around 625,000 visits from patients during the year. In July 2009 our new first class £334 million hospital officially opened and is a hospital that Derby can be proud of. As the biggest ever investment in healthcare in Derby the new hospital provides the very latest in modern healthcare bringing all our specialist services together for the first time in Derby's history.

Alongside the new hospital is the Derby Medical School, a graduate entry satellite school of the University of Nottingham, which opened in 2003. The Trust also has strong links with the Universities of Derby & Loughborough. The Academic Division of Midwifery is also on site. We are also a centre for one of two Schools of Radiography within the Trent region, a Pharmacy Academic Practice Unit & a National Demonstration Centre for Rehabilitation. Our commitment to continuing education & training is demonstrated by the development of the multi-disciplinary purpose built Education Centre; that has brought together the latest facilities and teaching techniques under one roof & helps to strengthen our academic links.

Mr John Rivers was appointed as the Trust's third Chairman on 1 April 2009 and chairs the Board, consisting of executive & on-executive Directors, which is responsible for the strategic management of the Trust.

The Hospital Sites

Derby Hospitals NHS Foundation Trust comprises Royal Derby Hospital and London Road Community Hospital. All acute services are based on the Royal Derby Hospital site.

The Royal Derby Hospital – All acute services are provided & include integrated medicine, surgery, obstetrics & gynaecology, oncology, critical care, accident & emergency, rehabilitation services & a full range of support services, including a breast screening unit, imaging, pathology & psychology services. There is a wide range of children's services including surgery within a dedicated Children's

Insert trust logo

Hospital. The new hospital incorporates state-of-the-art facilities & equipment – including the region's first helipad. Our new facilities combined with our clinical staff many of whom are amongst the best in their fields with international reputations, put us in an excellent position to further improve our outstanding track record for the quality of service & experience for the patients we care for.

London Road Community Hospital – provides a full range of community services, with Imaging including CT & MRI. There are 60 rehabilitation beds on this site, supported by Therapy Services.

To find out more about the Trust, visit www.derbyhospitals.nhs.uk

General Information about Derby

Derby is an historic city, which lies at the heart of some of England's most magnificent countryside. The Derbyshire Dales Peak District National Park are only a short drive away, with the spa towns of Ashbourne, Matlock & Buxton within easy reach.

Southern Derbyshire has a population of approximately 570,000 & is well served by rail & road within easy travelling distance of the M1, M5, M6 & M42. The East Midlands Airport is close by.

The city offers a wide range of recreational amenities. The Assembly Rooms & Playhouse offer a wide variety of shows, concerts & productions to suit all tastes. Other nightlife includes multi-screen cinemas, various nightclubs, several traditional public houses & excellent restaurants in the city centre & throughout the county. There are various social & cultural facilities, museums, stately homes, castles, gardens & numerous places of historical & archaeological interest. There are first class facilities for sport enthusiasts within Southern Derbyshire including Derbyshire County Cricket Club & Derby County Football Club & Carsington Water.

Housing is both plentiful & reasonably priced, with a choice of country village settings & modern city life, with the cities of Nottingham & Leicester within easy access. There are many good schools, primary & secondary, both state & private

To find out more about Derby, visit www.derby.gov.uk

DUTIES

The ED has 24/7 middle grade clinical cover & extended Consultant cover to 8am-10pm weekdays, and 9am-9pm most weekends. Postholders in this grade will participate in the middle grade rota. Duties within the Emergency Departments will cover the whole range of clinical responsibility for both those patients seen in the Emergency Department and inpatients on our observation ward.

Although the successful applicant may not initially have the competencies to manage the ED overnight, it is expected that during the post they will develop to take on this role.

Clinical duties will include taking a lead role in the management of acutely ill or traumatised patients. The qualities of leadership required as head of an accident team are stressed and it is anticipated that these qualities will be gradually learned through the process of supervision of more junior doctors and involvement in their education - both formal and informal.

The post holder will be expected to prioritise and time-manage effectively according to the activity of the department and to utilise appropriately the available senior staff for advice.

We would encourage the post holder to complete work based placed assessments to allow documentation of their own development.

Education is an important part of the role. The post holder will be fully involved in supporting the training of all levels of staff: medical; nursing; para-medical. Among groups who regularly attend the

Departments are Student Nurses, Ambulance Paramedics, Pharmacy students and student radiographers.

AUDIT

Clinical audit is an important part of each Department's Governance. These are aimed at involving all levels of staff. The post holder will be expected to assume responsibility (under the supervision of a Consultant) for a specific audit topic.

ADMINISTRATION

Depending on their level of experience post holders are expected to assume responsibility for specific areas of the organisation including middle grade rotas and teaching programmes. Additionally, as their experience increases, further responsibilities may be given to trainees.

Education and Training

The non career grade doctors hold a teaching session once a month in the department, supported by consultant staff. We envisage that this will be increased to every two weeks as we develop the rotation. Attendance at these sessions alone provides almost all of their annual CPD, but study leave and a study budget for training is available.

A Consultant educational supervisor for the period of the appointment will be allocated.

MAIN CONDITIONS OF SERVICE

The posts are whole time and the appointments are subject to: -

- a) Terms and Conditions of Service – Specialty Doctor (England)
- b) Registration with the General Medical Council with a Licence to Practise.
- c) Medical Fitness – You 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. Candidates must be immune to Hepatitis B. You will be required to provide, in advance of appointment, evidence of immunity or have a local blood test (as deemed necessary by the Occupational Health Department)

SALARY SCALE

The current nationally agreed pay scale for this grade is payable.

REMOVAL EXPENSES

Successful applicants may be entitled to support with removal expenses in accordance with the Derby Hospitals NHS Foundation Trust relocation policy. The removal expenses applicable to this post will be the policies issued by the employing Trust. You should not commit yourself to any expenditure in connection with relocation before first obtaining advice and approval from the HR Department at DHFT, otherwise you may incur costs, which you will be unable to claim.

USE OF INFORMATION TECHNOLOGY

Under the Computer Misuse Act 1990, any individual who knowingly attempts to gain unauthorised access to any programme or data held on a computer can be prosecuted. An individual who modifies any programme or data in a computer which they are unauthorised so to do, is also liable under the Act. If found guilty of these offences a person may be given a custodial sentence of up to six months or a fine or both. The person would also be subject to disciplinary action which may result in dismissal.

Insert trust logo

Similarly, in accordance with copyright law, any person involved in the illegal reproduction of software or who makes, acquires or uses unauthorised copies of computer software, will be subject to disciplinary action, which may lead to dismissal.

NOTIFICATION OF TERMINATION OF EMPLOYMENT

Three months' notice.

ENTRY CRITERIA	ESSENTIAL	DESIRABLE	ASSESS BY
Qualifications	<ul style="list-style-type: none"> • MBBS or equivalent 	<ul style="list-style-type: none"> • MCEM 	A
Experience	<ul style="list-style-type: none"> • Completed at least four years' full-time postgraduate training (or its equivalent gained on a part-time or flexible basis) at least two of which will be in a specialty training programme in a relevant specialty or as a • fixed term specialty trainee in a relevant specialty; <p>or</p> <ul style="list-style-type: none"> • have equivalent experience and competencies. • 	<ul style="list-style-type: none"> • Experience in relevant related specialties • 12 months Emergency Medicine experience • ATLS / ALS provider • APLS or PALS provider 	A, HS
Eligibility	<ul style="list-style-type: none"> • Eligible for full registration with GMC and Licence to Practise at time of appointment; • Eligibility to work in the UK; • ALL sections of the application form are completed in FULL 		A, HS
Health	<ul style="list-style-type: none"> ▪ Meets professional health requirements (in line with GMC standards in Good Medical Practice) 		A, P, HS
Clinical knowledge and skills	<ul style="list-style-type: none"> ▪ Up to date knowledge of emergency medicine and evidence of an understanding of its application; ▪ Capacity to apply sound clinical knowledge relevant to the job; ▪ Experience in making clinical decisions and managing risk. Knows when to seek help, able to prioritise clinical need; ▪ Shows aptitude for practical skills required in the job; ▪ Proven ability to work effectively in different clinical settings required in the job 	<ul style="list-style-type: none"> ▪ Clinical management of the Emergency Department within the bounds set by the senior team 	A, P, C, I, and R
Specialty Specific Skills	<ul style="list-style-type: none"> ▪ Good communication (written and verbal) ▪ Able to lead a multi-disciplinary team ▪ Time management ▪ Teaching – clear, articulate ▪ Basic keyboard skills ▪ Able to work flexibly with colleagues including the night rota. 	<ul style="list-style-type: none"> ▪ IT skills 	A,P,C,I, R

Key for Assess by:
A = application form

Insert trust logo

HS = pre-employment and health screening

I = interview

P = portfolio

C = other documented evidence e.g. certificate, exam

R = references

ENTRY CRITERIA	ESSENTIAL	DESIRABLE	ASSESS BY
<p>Clinical governance / improving quality of patient care</p>	<ul style="list-style-type: none"> • Capacity to be alert to dangers or problems. • Demonstrates awareness of good decision making. Aware of own limitations. Track record of engaging in clinical governance: reporting errors, learning from errors; • Evidence of active participation in audit 	<ul style="list-style-type: none"> ▪ Evidence of relevant academic and research achievements relevant to Emergency Medicine 	<p>A, I, P</p>
<p>Communication skills</p>	<ul style="list-style-type: none"> ▪ Demonstrable skills in written and spoken English adequate to enable effective communication about medical topics with patients/colleagues, which could be evidenced by i) applicants having undertaken undergraduate training in English ii) applicants having scores in the academic IELTS or equivalent, equal to those required for recruitment to MMC specialty training programmes (<i>applicants who believe they have adequate communication skills, but do not fit into i) or ii) above must provide evidence</i>); ▪ Capacity to listen and take in others' perspectives; ▪ Always considers patients preferences when discussing treatment options; ▪ Always considers the full impact of clinical decisions on the patients. Practice shared decision making; ▪ Directs and supports patients to access the information they need to support decision making 	<ul style="list-style-type: none"> ▪ 360 degree feedback; Patient survey feedback and reflections 	<p>A, I, R</p>
<p>Personal skills</p>	<ul style="list-style-type: none"> ▪ Demonstrated experience of working effectively in a multi-professional team, values the input of other professionals in the team; ▪ Capacity to work co-operatively with others and demonstrate leadership when appropriate; ▪ Capacity to use logical/lateral thinking to solve problems and make decisions; ▪ Capacity to organise oneself and prioritise own work. Demonstrates punctuality, preparation and self-discipline. Understands importance of information technology; ▪ Able to adapt and work with the Trust to deliver improved patient care; ▪ Promotes equality and diversity 	<ul style="list-style-type: none"> ▪ Leadership skills: experience in leadership; ▪ Demonstrates skills needed for effective delegation within the team: 360 degree feedback 	<p>A, I, R</p>

Insert trust logo

ENTRY CRITERIA	ESSENTIAL	DESIRABLE	ASSESS BY
Probity	<ul style="list-style-type: none">▪ Capacity to take responsibility for own actions and demonstrate a non-judgemental approach towards others;▪ Displays honesty, integrity, awareness of confidentiality and ethical issues		A, I, R
Commitment to on-going CPD	<ul style="list-style-type: none">▪ Demonstrates a willingness to fully engage in appraisal and revalidation. Self awareness and ability to accept and learn from feedback		P, C