

**Medical and Dental: Job Description**

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<b>Post Title:</b>	Consultant in Clinical Oncology with interest in Urology and Colorectal Cancer – either Locum or Substantive
<b>Directorate/Department:</b>	Radiotherapy / Cancer Care
	Division A
<b>Grade</b>	Consultant
<b>Hours Per Week:</b>	10 Pas per week including 1 in 16 on call (level B)
<b>Accountable to:</b>	Dr Catherine Heath, Lead Consultant in Clinical Oncology
<b>Main Purpose:</b>	<ul style="list-style-type: none"> <li>• Replacement post required asap either as Locum or Substantive position</li> <li>• To continue the development of University Hospital Southampton NHS Foundation Trust (UHS) as a centre of excellence in the treatment of urological cancers with a range of radiotherapy modalities and systemic treatments.</li> <li>• To deliver external beam radiotherapy for prostate cancer and high dose rate prostate brachytherapy (training will be provided as required).</li> <li>• To work with Medical Oncology colleagues to provide systemic urology treatment. (includes systemic prostate cancer treatment, bladder chemo-radiotherapy and penile cancer treatment)</li> <li>• To provide a comprehensive colorectal cancer oncology service for Isle of Wight patients.</li> <li>• To provide radiotherapy support for the Isle of Wight Cancer of Unknown Primary service</li> <li>• To be Clinical Effectiveness Lead for Clinical Oncology</li> </ul>
<b>Key Working Relationships:</b>	<p>Drs Heath, Hamilton and Bhatnagar – UHS urology cancer consultant clinical oncologists.</p> <p>Drs Crabb, Wheeler and Killick, UHS urological Medical Oncologists</p> <p>Consultant medical oncologist delivering Upper GI and breast oncology on IoW – to be appointed.</p> <p>Members of site specific MDTs, Isle of Wight and UHS.</p>
<b>General Duties:</b>	<ul style="list-style-type: none"> <li>• The post will comprise 10 PAs, with participation in a one in 16 out of hours Clinical Oncology rota.</li> <li>• The post will consolidate the already strong urological cancer oncology team, currently comprising three Clinical Oncologists and two Medical Oncologists. The team provides radiotherapy, chemotherapy and brachytherapy services for the Cancer Centre and linked Units.</li> <li>• The post holder will have a role in delivering and expanding HDR prostate brachytherapy. They will be the lead for bladder and penis chemo- radiotherapy.</li> <li>• The role includes weekly early prostate cancer and urological systemic cancer clinics at UHS</li> <li>• The post holder would attend weekly urological cancer MDT at UHS</li> </ul>

	<p>and expect to see approximately 180 new urology patients each year.</p> <ul style="list-style-type: none"> <li>• Most follow up for prostate patients is undertaken remotely on a well-established patient triggered follow up programme</li> <li>• Attend St Mary’s Hospital, Newport, Isle of Wight 1 day per week to lead the colorectal oncology service and provide out-patient care for colorectal cancer patients on Isle of Wight including prescription of chemotherapy and immunotherapy, working closely with regular support from a prescribing Chemotherapy Nurse Specialist.</li> <li>• Radical and palliative radiotherapy for IoW colorectal cancer patients is planned and delivered at UHS</li> <li>• Attend weekly IoW colorectal MDT</li> <li>• Provide palliative radiotherapy expertise for the small number of IoW CUP service who are discussed at the IOW Colorectal MDT (chemotherapy is provided by the medical oncology consultant who delivers treatment for Upper GI and breast oncology on IoW – to be appointed.)</li> <li>• The post holder will provide consultant support for the Isle of Wight acute oncology service. This may include a short weekly AOS ward round to support the excellent AOS Clinical Nurse Specialist.</li> <li>• Enter and manage patients in clinical trials.</li> <li>• Participate in medical student and junior doctor teaching</li> <li>• Participate in the Southampton on call rota, providing telephone advice during the week and performing Saturday and Sunday ward rounds plus radiotherapy planning for urgent cases with a frequency of approximately 1:16</li> <li>• Take on lead for Clinical Effectiveness for Clinical Oncology</li> <li>• The post holder will participate in a 1 in 16 clinical oncology on call rota including ward rounds on Saturday and Sunday to review new admissions and sick patients.</li> <li>• With UHS moving to seven day working all consultants may be asked to work at weekends up to a maximum of 1 in 5. Any such change in the job plan will be by mutual consent.</li> </ul>
<p><b>Departmental Working Relationships</b></p>	<p>The post holder will work with;</p> <ul style="list-style-type: none"> <li>• Members of the specialist Urology MDT in Southampton</li> <li>• Members of the specialist Colorectal MDT on Isle of Wight.</li> <li>• Isle of Wight Acute oncology team.</li> <li>• UHS clinical oncology urology team – led by Dr Heath.</li> <li>• Radiotherapy Dept and radiotherapy physics.</li> <li>• Nadia Day, Urology Radiographer Advanced Practitioner</li> <li>• Chemotherapy team and pharmacy, Isle of Wight and Southampton including Elaine Lennan, Consultant Chemotherapy Nurse and Claire Marsh Chemotherapy Nurse practitioner.</li> </ul> <p>Close links exist between Medical and Clinical Oncology and almost all tumour types are managed in joint clinics including lymphoma, sarcoma, colorectal, breast, gynaecologic, urologic, head and neck, melanoma and lung cancers. There is excellent liaison with the Specialist Palliative Care Unit at Countess Mountbatten House, which includes a multi-disciplinary Hospital Palliative Care Team.</p> <p>Histopathologists provide site-specific input into each of the multidisciplinary teams. There are four dedicated cancer radiologists with expertise in cross sectional imaging and relevant interventional procedures. The Southampton Oncology Centre has a separate radiology department with facilities for plain x-</p>

	<p>rays, ultrasound and CT scanning. There is access to MRI facilities elsewhere on the SGH site and PET imaging in a fixed on site scanner due for imminent installation.</p> <p>There is a full team of specialist nursing staff to cover the care of inpatients and administration of chemotherapy and biologic therapy including a Nurse Consultant in Ambulatory Chemotherapy. Emergency Nurse Practitioners work as part of the Acute Oncology Service and Advanced Nurse Practitioner roles continue to develop throughout Cancer Care. In addition, there is a clinical research team comprising research nurses and data managers to assist in the conduct of clinical trials work and a Radiotherapy research team comprising radiographers and admin support.</p>
<p><b>Departmental Staffing Structure</b></p>	<p>Care Group Clinical Lead</p> <ul style="list-style-type: none"> <li>• Dr Tim Iveson</li> </ul> <p>Care Group Manager</p> <ul style="list-style-type: none"> <li>• Linda Sayburn</li> </ul> <p>Lead Consultant for Clinical Oncology</p> <ul style="list-style-type: none"> <li>• Dr Catherine Heath</li> </ul> <p>The post holder will be one of 17 Clinical Oncology Consultants employed by University Hospital Southampton NHS Foundation Trust (UHS).</p> <p><b>The University Hospital Southampton NHS Foundation Trust</b></p> <p>University Hospital Southampton NHS Foundation Trust is the 8th largest hospital Trust in the country and a major national centre for teaching and research, employing approximately 10,000 staff. Functioning as both a District General Hospital and a Regional/Supra-Regional specialist hospital, it provides over 50 clinical services allowing integrated patient care.</p> <p><b>Southampton General Hospital</b></p> <p>Southampton General Hospital has 1044 beds for inpatient services, day facilities, and outpatient facilities and is The Headquarters of University Hospital Southampton NHS Foundation Trust.</p> <p>The site has been completely redeveloped over the last 30 years. Regional specialist services include Neurosurgery and Neurology, Cardiothoracic Services, Teenage and Young Adults Oncology, Paediatric Oncology, Paediatric Surgery, Neonatal Surgery and Foeto-maternity. Pathology is a combined NHS University Department covering all major disciplines, the majority of which are housed in the Laboratory and Pathology block.</p> <p><b>The Cancer Care Group</b></p> <p>The Cancer Care Group is part of Division A and is formed by the Departments of Medical Oncology, Clinical Oncology, Haematology and Palliative Care.</p> <p><b>Southampton Oncology Centre</b></p> <p>The Southampton Oncology Centre provides comprehensive cancer services to</p>

a population of approximately 1.7 million and provides a high degree of specialisation with multidisciplinary clinics for all the major cancers.

Current radiotherapy facilities at UHS include:

- A planning suite, with two dedicated wide-bore CT scanners, one with 4D capability.
- Six multimodality linear accelerators with portal imaging and multileaf collimation (two with beam modulation), three of which have IGRT capability.
- A superficial/ orthovoltage facility for palliative cases and skin cancer
- A comprehensive brachytherapy service with micro-selectron. The department has recently become the first on the south coast to offer conformal interstitial brachytherapy for cervical cancer.
- Prostate external beam radiotherapy planned on Pinnacle and delivered with VMAT IMRT with daily IGRT.
- Established prostate brachytherapy LDR seed services (since 2006) and HDR prostate brachytherapy programme (since early 2013)
- A Mobetron intra-operative electron facility – UHS is the only UK centre to offer this treatment.
- Cranial SRS started in 2016. Lung SABR service due to start treatment imminently.
- Building work of a seventh bunker is ongoing and the new linac will be clinically operational by January 2018. The extra bunker will provide sufficient capacity to facilitate rolling replacement of all existing linacs over the next 3 years.
- The new linac will be fitted with Xact Trac immobilisation, 2.5 mm multileaf collimator and a 6 D couch
- Radium-223 chloride and other radiopharmaceuticals is delivered by a Nuclear Medicine physician
- Team of Radiographer Advanced Practitioners who carry out on treatment review of patients and 2 are currently undertaking non-medical prescribing accreditation

Situated in the same block are the Clinical Oncology ward, oncology pharmacy, outpatients, chemotherapy suite, radiotherapy physics consultant office accommodation and a dedicated Oncology X-ray Department with ultra-sound and multi-slice CT scanner for diagnostic use.

UHS has a strong history of multidisciplinary working and provides comprehensive regional malignancy services encompassing Southampton, Salisbury, Winchester, Isle of Wight and the Channel Islands. North Hampshire Hospitals Trust at Basingstoke has one linear accelerator delivering some palliative and radical radiotherapy. Patients travel to Southampton for chemo-RT and for surgery.

#### **In-patient care and acute oncology at UHS**

Inpatient care is provided on 4 wards; C4 with a focus on clinical oncology, D3 with a focus on medical oncology and palliative care, C6 Haematology, including the Bone Marrow Transplant unit and D2 Haematology and Oncology. There is also an age appropriate Teenage Young Adult Unit supported by the Teenage Cancer Trust with both inpatient and day case facilities.

UHS has a busy Acute Oncology Unit to see and assess all oncology patients presenting with oncology related problems and treatment toxicity. Most emergency admissions come through the unit. Expansion is planned to allow this to increase to all cases. Once admitted patients are care for by specialist teams (Med Onc, Clin Onc or haematology)

Plans are being developed for a new out-patient facility with enhanced AOS, out-patient clinic, chemotherapy and Ambulatory Care facilities plus a separate private patient floor.

The RAMPART clinic (Rapid Access Multidisciplinary Palliative Assessment and Radiotherapy Treatment) was set up in early 2016 for patients with painful bone metastases offering a one stop assessment and treatment appointment as well as palliative care consultant and nurse specialist assessment.

UHS has strong links with the University of Southampton and there will be ample opportunities to become involved in collaborative research and medical student teaching.

Research and Trials Recruitment: The urology team has a strong academic record, recruiting well to a number of NCRN and commercial trials. Radiotherapy specific trial recruitment has increased significantly over the last two years with the appointment of research radiographers and a physicist. Further expanding the urology radiotherapy portfolio will be a priority for the successful applicant. Some patients taking part in early phase trials will be treated on the Wellcome Trust Clinical Research Facility at UHS, which has dedicated beds for research work.

Cancer research facilities are based at the General Hospital campus, where a major new laboratory facility was opened in 2002 and a Cancer Genomics Research Centre is being built. These complement the new Southampton Oncology Centre. This research/clinical interface facilitates the rapid translation of first class science into effective cancer therapy. The MRC Environmental Epidemiology unit and Tenovus Research Laboratory are also on the General Hospital site.

#### **Urology in UHS**

The surgical urology department has undergone significant expansion and subspecialisation in the last 5 years. The young and dynamic team has excellent results and is developing a high National profile. Surgical oncology treatments offered include robotic radical prostatectomy, HIFU and cryotherapy and urology collaborate with Clinical Oncology in delivery and patient care for HDR prostate brachytherapy patients.

#### **Intra-operative radiotherapy.**

A specialist UHS surgical team led by Professor Alex Mirnezami receives regional and supra-regional referrals for complex surgery in locally advanced and/or locally pelvic cancer. With funding from the PLANETS (Pancreatic, Liver and Neuro-endocrine Tumours) charity and major input from the UHS radiotherapy service the team has become the first in the UK to deliver Intra-operative electron beam RT (IORT). 9 patients have been treated so far. It is envisaged that this workload will increase steadily to include treatment of gynae, pancreatic and head and neck cancers. The post holder will have the opportunity to participate in the pelvic service. Training will be provided.

**Clinical Effectiveness in UHS**

UHS has a well established clinical effectiveness and audit structure with bi-monthly meetings at Care Group and Divisional level. The post holder will take on the role of clinical effectiveness lead for Clinical Oncology and will be expected to attend bi-monthly Cancer Care meetings and bi-annual trust level meetings. This will be recognised as part of their SPA time.

**St Mary's Hospital Isle of Wight**

The new consultant will join a team of Oncologists from Southampton and Portsmouth who visit the Isle of Wight to provide specialised oncology treatment for all common cancers. Chemotherapy is prepared in the St Mary's hospital pharmacy and delivered in a purpose built unit by a dedicated team of nurse specialists. Patients travel to Southampton or Portsmouth for radiotherapy.

The post holder will be part of the colorectal multi-disciplinary team and will be occasionally be expected to cross cover for assessment and prescribing of chemotherapy when consultant colleagues are on leave.

The MDT includes 3 specialist colorectal surgeons, consultant radiology and histopathology support and a Clinical Nurse Specialist.

Diagnostic services including radiology, endoscopy, histology, CNS support) plus oncology clinics and chemotherapy are provided on the island. A weekly MDT takes place every Thursday.

This is an exciting opportunity to develop a bespoke service for an isolated population and to lead a high performing team. St Marys Hospital employs a small and close-knit team of cancer professionals including an experienced lead pharmacist, a committed and dynamic lead acute oncology nurse, and a lead cancer nurse who won cancer nurse leader of the year in 2009. Chemotherapy is delivered in a beautiful and purpose built unit at St Mary's Hospital. The role is supported by weekly support from a prescribing Consultant Chemotherapy Nurse.

Patients are supported by an excellent palliative care service including the newly built John Cheverton day centre as well as the Earl Mountbatten Hospice. There are close relations between oncology and palliative care, facilitating seamless transition where needed. There is a dedicated clinical psychologist working across the hospital and hospice sites. Two palliative care consultants provide specialist palliative care advice for ward patients at St Mary's and to out-patients at EMH.

Oncology patients requiring admission are cared for by the St Mary's physicians with input from an Oncology Speciality doctor and a Specialist Acute Oncology nurse. An ongoing investment in extra consultant time is strengthening consultant oncology input into the AOS service. It is planned that ward cover on Thursdays will be provided by visiting Portsmouth oncologists with support from this post as required.

The Isle of Wight commissions its Urological head and neck and skin cancer care from Portsmouth.

**UHS Cancer Care Group Personnel**

University Hospital Southampton NHS Foundation Trust operates a Divisional

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structure. There are 4 Divisions and Cancer Care is in Division A which also includes Surgery plus Critical Care & Theatres. The Cancer Care Group includes Clinical Oncology, Medical Oncology, Palliative Medicine and adult Haematology. All medical staff in each Division are managerially accountable to the Clinical Director, currently Mr Andrew Webb (maxilla-facial surgeon), who has overall responsibility for the services within the Division.

### **Clinical Oncology**

Lead Consultant for Clinical Oncology

Dr C Heath MRCP FRCR

#### Consultants

Dr O Alsalihi MRCP FRCR

Dr A Bates MRCP FRCR

Dr A Bateman PHD MRCP FRCR

Dr C Baughan FRCP FRCR

Dr A Bhatnagar MD

Dr C Crowley MRCP FRCR

Dr P Fenton MRCP FRCR

Dr C Hamilton FRCP FRCR

Dr A Jackson MRCP FRCR

Dr J Marshall MRCP FRCR

Dr V McFarlane MRCP FRCR

Dr S Raj MRCP FRCR

Dr S Ramkumar FRCP FRCR

Dr R Tarrant MRCP FRCR

Dr O Donnelly MRCP FRCR

Dr D Ayres, MRCP Associate Specialist in Clinical Oncology

### **Medical Oncology**

Lead Consultant for Medical Oncology

Dr M Wheeler BM MRCP PhD

#### Academic Appointments

Professor P W M Johnson MA MD FRCP

Professor C Ottensmeier PhD, FRCP

Dr S Crabb MBBS BSc PhD MRCP

Dr E Copson, PhD, MRCP

Dr I Karydis, MA MRCP D Phil

#### Consultants

Dr J Bradbury MRCP

Dr J Cave MD, MRCP,

Dr A Davies PhD MRCP,

Dr P Dimopolous, Locum

Dr C Green BSc MB BS MRCP,

Dr N Keay MD MRCP

Dr E Killick MD MRCP

Dr T Iveson MD FRCP

Dr D (Luke) Nolan MBBS

Dr C Rees MBBS MRCP,

Dr P Simmonds MBBS FRACP,

**Clinical Haematology**

Lead Consultant for Clinical Haematology

Dr M Jenner MBBS MRCP FRCPATH

Consultants

Dr T Burt MRCP FRCPATH

Dr S Boyce MRCP FRCPATH

Dr A Duncombe BA MBBS MA DM FRCP FRCPATH

Dr S Kazmi MRCP FRCPATH

Dr R Lown MRCP, MRCPATH

Dr S Narayanan MRCP FRCPATH

Dr K Orchard MBBS BSc PhD FRCP FRCPATH (Director of Transplantation)

Dr D Richardson MA MB BChir MD FRCP FRCPATH

Dr F Forconi (S/L and Hon. Consultant)

Dr Sean Lim – Associate Professor

Associate Specialist

Dr K Hill BM BS MRCP

**Palliative Medicine**

Lead Consultant for Palliative Medicine

Dr Carol Davis MBBS MA FRCP

Consultants

Dr Anne Goggin MRCP MB BCh BAO FRCP

Dr Harriet Bush MSc FRCP (6PA)

Dr Aparajita (Jita) Das MBBS MRCP (6PA)

Dr Andrew Jenks MBBS MRCP MSc

Dr Catherine Webb MBBCh MSc MRCP

Dr Claire Stark Toller MRCP

Dr Sarah de Vos MRCP

Dr C Webb MRCP

Associate Specialist

Dr Anna Hume

**Staff in Training**

9 SpRs in Clinical oncology rotating with Portsmouth and Poole

8 SpRs/Research Fellows in Medical Oncology, rotating with Portsmouth & Bournemouth

2 SpRs in Palliative Medicine, rotating with Salisbury and Christchurch

3 SpRs in Haematology, rotating with Portsmouth and Bournemouth

9 F2 or ST1-2 training posts in Cancer Care

**Urology**

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Lead Consultant : Mr R Lockyer

Consultants

Mr J Dyer  
Mr T Dudderidge  
Mr M Hayes  
Mr J Smith  
Mr J Douglas  
Mr B Somani  
Mr B Birch  
Mr R Rees

Cancer CNS's

R Keating  
C Daniels  
V Basketter  
A Seebaran

Prostate PTFU Team

R Rice  
R Cook

**Oncology Personnel at St Mary's Hospital , Isle of Wight**

Visiting oncologists.

Dr J Marshall MRCP FRCR Consultant Clinical Oncologist  
Clinical Interests: Breast and thyroid Cancer  
Attends St Mary's every Wednesday

Dr Akis Dimopoulos. MRCP Locum Cons Med Oncology  
Clinical interest Upper Gastro-intestinal cancer  
Attends St Mary's every Tuesday.

Dr Margaret Hutka MRCP PhD Locum Cons medical Oncologist  
Clinical Interests: Lung cancer  
Attends St Mary's every Wednesday

Dr Ruth Tarrant MRCP FRCR Consultant Clinical Oncologist  
Clinical Interests: Gynaecological cancer  
Attends St Mary's alternate Thursdays.

Dr David Boote (Portsmouth) MRCP FRCR Consultant clinical oncologist  
Urological cancers  
Attends St. Mary's every Thursday.

**Isle of Wight personnel**

Cancer lead clinician Mr Mike Nelson , Consultant Colorectal Surgeon

Lead Cancer Nurse Anne Snow

Acute oncology lead Dr Thomas Lawell-Reilly Cons. in Emergency Medicine

AOS Clinical nurse Specialist Joanne Ballington

Lung Cancer lead clinician – Dr Andrew Woolley

	<p>Lead Chemotherapy Nurse                      Sr Natasha Luscombe</p> <p>Lead oncology pharmacist                      Liz Harrison</p> <p><b>St Mary's Hospital Colorectal MDT.</b> Surgeons;</p> <ul style="list-style-type: none"> <li>• Mr Steve Elsmore FRCS</li> <li>• Mr Mike Nelson – FRCS also Cancer Lead and CUP lead.</li> <li>• Miss Emily Cook – FRCS</li> </ul> <p>Radiology</p> <ul style="list-style-type: none"> <li>• Dr Will King MRCP FRCR</li> </ul> <p>Histopathology</p> <ul style="list-style-type: none"> <li>• Dr Norman Mounter FRCPath</li> </ul> <p>Clinical Nurse specialist</p> <ul style="list-style-type: none"> <li>• Steve Dean</li> </ul>
<b>Management Duties</b>	<p>UHS has a well established clinical governance structure with monthly meetings at Care Group and Divisional level. The post holder will be the Clinical Effectiveness Lead. They will be expected to attend Cancer Care academic, M&amp;M, audit and consultants meetings. This will be recognised as part of their SPA time.</p>
<b>Review</b>	<p>This job description and job plan will be reviewed each year by the post-holder and the Care Group Clinical Lead (or nominee). Local mediation and appeal procedures will be followed in the event of any disagreement over proposed changes to the job plan.</p> <p>In accordance with Schedule 3 of the Terms and Conditions of Service for Hospital Medical and Dental Staff, the Job Plan includes a schedule of Programmed Activities setting out how, when and where the post holders duties and responsibilities will be delivered.</p> <p>Standard full-time Job Plan will contain 10 Programmed Activities subject to the provisions for recognising emergency work arising from on-call rotas and the provisions in Paragraph 7.6 to agree up to two extra Programmed Activities. Subject to the provisions for recognising work done in Premium Time, a Programmed Activity has a timetable value of four hours. Each Programmed Activity may include a combination of duties.</p> <p>It is recognised that the work programme for any new consultant taking up post will take time to settle into a regular pattern. Therefore the job plan will be reviewed in discussion with your Care Group Clinical Lead after 3 months. This will be completed as part of the Job Plan review for all existing consultants related to this post to allow integration of job plans across the Care Group.</p>
<b>Other Duties</b>	<p>From time to time if may be necessary for the post holder to carry out such other duties as may be assigned, with agreement, by the Trust. It is expected that the post holder will not unreasonably withhold agreement to any proposed changes.</p>

**JOB PLAN – Indicative Weekly Timetable**

	Mon UHS 1.25PAs	Tues UHS 1.0 PA 1.0 SPA	Wed UHS 2PA	Thurs IOW 2.75	Fri UHS 1.0 PA 1.0SPA
a.m.	0900-1000 Pt admin 1000-1100 Ward round 1100- 1200 RT on treatment review clinic	0900-1100 Pt admin 1100-1300 RT planning	0900- 1300 Early prostate/general urology clinic	0700 - 0830 Travel – 0830- 1300  Colorectal clinic  (AOS ward visit if required)  1300-1400 Colorectal MDT	Approx 1 in 2; Theatre: HDR Prostate Brachy  Alt weeks SPA
p.m.	1200 -1400 Rt planning  off	SPA 1300-1400 Journal Club / Protocol Review  Other SPA including clinical effectiveness and lead for bladder CRT and penile cancer	1300-1600 Systemic therapy clinic  1600-1700 Pt admin	IOW Colorectal clinic  1630-18000 travel	Urology MDT Or SPA (Consultant meetings, Audit meetings, M&M, Clinical Governance meetings

This timetable is indicative, and will be reviewed after the post-holder has been in post for 3 months.

**Weekly Programmed Activities**

Programme	Activity (PAs)
IoW Travel	0.75
IoW Clinic	1.5
IoW MDT	0.25
IoW Acute Oncology	0.25
UHS OP	1.75
RT planning	1.0
On treatment Review	0.25
Theatre / HDR	0.5
UHS MDT	0.5
Admin	1.0
SPA	2.0
On call	0.25
Total	10.0

**Direct Clinical Care: 8 PAs**

**On Call duties** 1 in 15 rota with ward round on Saturday and Sunday mornings plus urgent radiotherapy treatment as required. 0.25 PAs

**Supporting Professional Activities: 2 SPAs**

The 2 SPA within this job plan should be used for personal development, teaching and training of other health professionals, service review and development of clinical services and the regional network as well as maintenance of clinical competencies. There are many opportunities for teaching at undergraduate level and to develop a research portfolio

**IMPORTANT ADDITIONAL INFORMATION RELATING TO YOUR EMPLOYMENT**

<b>Duty of Care</b>	<p>You are responsible for ensuring that the patient, family and carers are at the centre of everything you do.</p> <p>Be open, honest and willing to acknowledge when something has gone wrong. Make timely apologies and take action to report incidents, including near misses; to ensure that as an organisation we learn.</p> <p>You should continuously seek to reduce harm by speaking up to managers and leaders if you believe that a lack of skills, knowledge or resources place patients at a risk of harm or if your concerns are not being listened to. Managers and leaders must listen to others when they raise concerns and take action.</p> <p>Wholeheartedly commit to learning about safety, continually striving to improve excellent care. Develop your own ability to detect and correct defects.</p>
<b>NHS Standards of</b>	All employees must abide by the guidance set out in the NHS Code of

<p><b>Business Conduct and Professional registration</b></p>	<p>Conduct and Standard Business Conduct for NHS Staff (HSG 93/5), as amended or replaced from time to time. Managers must also comply with the NHS Code of Conduct for Managers.</p> <p>All Medical and Dental staff must work within the guidelines of the “General Medical Council Guide - Good Medical Practice”.</p> <p>This post is subject to the Terms and Conditions of Service of Hospital Medical and Dental Staff.</p> <p>Postholders must hold appropriate registration with the General Medical Council.</p>
<p><b>Living our values every day</b></p>	<p>All staff are expected to strive to make the Trust values ‘what we do’ – to inspire, develop and support every one of us to live our values; every patient, every colleague, every day.</p> <p>Each post holder is expected to ensure they live the values of:</p> <ol style="list-style-type: none"> <li>1. Patients First</li> <li>2. Always Improving</li> <li>3. Working Together</li> </ol> <p>These values are about us all helping each other to deliver great patient experience more consistently – involving people who use our services, their families, carers, staff and partners in continuing to improve the experience people have using and delivering our services</p>
<p><b>Information Systems</b></p>	<p>Access to hospital information systems including Pathology and Radiology results, will only be granted after attendance on a training course.</p> <p>Attendance on the Ward Results Training course is mandatory before access to the system can be granted. Staff who login to hospital information systems where there is no authority to do so will face disciplinary action.</p>
<p><b>Health and Safety:</b></p>	<p>Staff are reminded of their responsibility to take care of their own personal safety and others whilst at work. In addition, no person shall interfere with, or misuse anything provided in the interests of health, safety and welfare.</p>
<p><b>Infection Prevention and Decontamination of Equipment:</b></p>	<p>All staff are reminded of their responsibility to adhere to Trust and Departmental Infection Prevention Policies, including policies for the cleaning and decontamination of equipment, in order to protect their own health and that of other employees, visitors and patients.</p>
<p><b>Child Protection/Safeguarding</b></p>	<p>All staff providing services to patients and children are reminded of their responsibility to adhere to Trust and Departmental Child Protection and Safeguarding policies including employment checks.</p>
<p><b>Confidentiality</b></p>	<p>All employees of Southampton University Trust are reminded of the need to treat all information, particularly clinical and management information, as confidential.</p> <p><b>Any employee who wilfully disregards Trust and Departmental policies may be liable to serious disciplinary action including dismissal.</b></p> <p>This job description will be reviewed yearly as part of the annual appraisal, to ensure that it reflects the responsibilities of the post. No changes will be made without full consultation with the postholder.</p>
<p><b>Mental Capacity Act</b></p>	<p>All Staff are required to ensure knowledge regarding the Mental Capacity Act</p>

<b>2005</b>	<p>2005 (MCA) at a level deemed essential for their role. The level of training required will be specified to members of staff and is dependent on their role.</p> <p>It is important that staff understand and comply with local policies and procedures relating to MCA to ensure the Trust can act in an individual's best interest when providing care. This helps to ensure ongoing adherence to our legal obligations and ensuring we put the needs of our patients first"</p>
<b>Last Updated</b>	13 October 2017

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