

Job description and person specification

Hand Fellow – April 2017

Plastic Surgery

Medical Workforce
HR Department
Queen Victoria Hospital NHS Foundation Trust
Holtye Road
East Grinstead
Sussex RH19 3DZ

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updated November 2016



Queen Victoria Hospital

Queen Victoria Hospital is a specialist NHS hospital providing life-changing reconstructive surgery, burns care and rehabilitation services for people across the South of England.

Our world-leading clinical teams also treat common conditions of the hands, eyes, skin and teeth for the people of East Grinstead and the surrounding area. In addition we provide a minor injuries unit, expert therapies and a sleep service.

We are a centre of excellence, with an international reputation for pioneering advanced techniques and treatments. Everything we do is informed by our passion for providing the highest quality care, the best clinical outcomes and a safe and positive patient experience.

Job Description

TITLE:	Hand Fellow
SPECIALTY:	Plastic Surgery
GRADE:	QVH Local Terms and Conditions of Service
SALARY SCALE:	£30,302 - £47,647per annum plus on-call supplement
HOURS:	Full time 40 hours
BASE:	Queen Victoria Hospital, East Grinstead
QUALIFICATIONS:	General Medical Council registration, FRCS, FRCS (Plast) desirable
RESPONSIBLE TO:	Clinical Director
ACCOUNTABLE TO:	Medical Director
RESPONSIBLE OFFICER:	Dr Edward Pickles

Job Summary

The Hand Fellow post is for Plastic Surgical trainees who wish to further develop their experience in the field of Hand Surgery.

The post holder will work with all the Consultant Hand Surgeons and will be exposed to the full spectrum of elective and emergency hand surgery at the Trust. They will be encouraged to participate in the research, audit and teaching activity within the Hand Surgery Department and, if desired, their efforts to undertake the BSSH Diploma in Hand Surgery will be encouraged and supported by supervision from the Consultant staff and their assigned Educational Supervisor.

With increasing experience there will be opportunities to undertake unsupervised operating lists and clinics.

The successful candidate will be expected to participate in the Plastic Surgery registrars on call rota.

This post is for 12 months duration commencing April 2017.

Key Duties and Responsibilities

The Hand Fellow post is a non-training post for practitioners specialising in Plastic Surgery and who have experience of hand surgery.

Duties include new patient and follow-up clinics and theatre sessions, and involvement in teaching and mentoring others.

The Fellow's educational supervisor will be available to discuss cases, debrief incidents and provide on-going support to the post-holder. Regular meetings between the post-holder and their educational supervisor are essential and the responsibility for ensuring those take place rests with the post-holder.

Plastic Surgery specific

- Participate in elective and trauma outpatient clinics. Arrange surgery for patients when appropriate in consultation with senior colleagues. Manage post-operative patients. Manage wounds and complications in conjunction with dressing clinic nurses and senior colleagues.
- Operating lists – Assist in elective and emergency hand surgery list with a view to developing experience and confidence in the core procedures of hand surgical practice. The post holder will gain experience in more complex cases including wrist surgery (including arthroscopy), microsurgery and congenital upper limb surgery.
- Participate in off-site commitments, such as clinics in peripheral hospitals as well as operating off-site alone or in conjunction with a colleague(s)
- Actively participate in the hand teaching programme
- Participate in the delivery of emergency plastic surgery and hand surgery services through the on call rota
- Provide assistance in theatre and outpatients to colleagues when requested, even if this goes beyond contracted hours, if for clinical necessity
- Participate in the Hand Surgery Outcomes projects
- Manage patients who present with, or develop, complications as a result of their condition or other issues arising during their admission in association with a colleague

General

In addition to the above, all Fellows are expected to:

- Attend and contribute to departmental teaching sessions as possible/required.
- At all times, practice according to guidelines published by the GMC in “Good Medical Practice”
- Engage with the assigned Educational Supervisor to ensure appropriate objectives are set, progress is monitored and that the educational experience throughout the post is optimised. It is the responsibility of the post holder to arrange meetings with their educational supervisor.
- Share responsibility for delivery of the planned activity for the directorate.
- Engage in the development of local and Trust policy relating to patient care
- Keep up to date with external and internal CPD as detailed in Royal College guidelines and in line with needs identified at annual appraisal.

- Take an active role in non-clinical self-development for example acquiring leadership roles and responsibilities within the Trust.
- Take part in regular audit of own and other's practice and contribute data to individual outcome measures as requested by QVH, including Trust governance activity such as incident reporting and morbidity and mortality meetings.
- Engage with the revalidation process.
- Comply with all Trust policies and maintain valid statutory and mandatory training.
- Participate in induction, overseen by your educational supervisor, incorporating assessment of your abilities against the job description and understanding of your ability gained at interview. A record of key assessments will be kept and the induction period will be competence based, i.e. it does not have a fixed time interval to determine when competency is deemed adequate. However failure to achieve satisfactory assessment within one month of starting the post will require a meeting between the clinical director, post holder and educational supervisor to explore, document and produce an action plan for managing the situation. This plan must be seen and approved by the Responsible Officer.

Rota

The current rota commitment is currently under review due to the new Junior Doctor Contract. It is expected to be a 1:18 non-resident on call rota that includes for prospective cover for colleagues' study/annual leave. Candidates will be advised of the rota pattern at interview. Rota patterns can be subject to change according to the exigencies of the service and should it do so we will consult with you.

Terms and Conditions of Service

The appointment is made subject to QVH Local Terms and Conditions of Service. All appointments are subject to Pre-Employment checks including verification of references, GMC Fitness to Practice updates, disclosure and barring service checks, work health assessments and immigration status checks.

General Conditions of Service

Annual and Study Leave

Annual leave entitlement is 30 days for a full year following commencement to be taken within the contract period.

Study leave entitlement is up to 10 days per annum, including off duty days. Applications are considered by the Clinical Director in accordance with the Trust Policy and, when approved, will carry reasonable expenses, subsistence and course fee reimbursement

Leave dates must be agreed within the department at least six weeks prior to the dates of proposed leave and in accordance with the Leave policy.

Medical Indemnity

As you will only be indemnified for duties undertaken on behalf of the Trust, it is advisable to be a member of a Medical Defence Union.

Notice Period

The notice period for this post is three months given by either party.

Visiting

This can be arranged with Sue Plummer, Medical Workforce Office, Queen Victoria Hospital NHS Foundation Trust, Holtye Road, East Grinstead, West Sussex, RH19 3DZ. Telephone 01342 414207 or email sue.plummer@qvh.nhs.uk

Please apply online at NHS Jobs under reference 276-1612-1777

Person specification

HAND FELLOW

CRITERIA	Essential (E)	
	Desirable(D)	
Qualifications:		
➤ MBBS or equivalent medical degree	E	
➤ Successful completion of FRCS, FRCS(Plast) or equivalent at time of application		D
Eligibility:		
➤ Eligible for full registration with the GMC at time of appointment and with a current licence to practice	E	
➤ Evidence of achievement of Foundation competencies by time of appointment in line with GMC standards in <i>Good Medical Practice</i> including: <ul style="list-style-type: none"> • good clinical care • maintaining good medical practice • good relationships and communication with patients • good working relationships with colleagues • good teaching and training • professional behaviour and probity • delivery of good acute clinical care 	E	
➤ Evidence of achievement of StR Level 5/6 competences, or equivalent, in a relevant specialty at time of application, supported by evidence from work-based assessments of clinical performance and multisource feedback	E	
➤ Eligibility to work in the UK.	E	
Fitness to Practice:		
➤ Applicants knowledge is up to date and fit to practise safely	E	
Language and Communication Skills:		
➤ demonstrate clarity in written and spoken communication ➤ ability to adapt language as appropriate to the situation ➤ demonstrable skills in written and spoken English to enable effective communication with patients and colleagues demonstrated by one of the following: <ul style="list-style-type: none"> • that applicants have undertaken undergraduate medical training in English; or • have achieved the following scores in the academic international English Language Testing System (IELTS) in a single sitting – Overall 7.5, Speaking 7, Listening 7, Reading 7, Writing 7. 	E	
➤ If applicants believe they have adequate communication skills but do not fit into one these examples supporting evidence must be provided.		

Health:		
➤ Meets professional health requirements in line with <i>GMC Good Medical Practice</i>	E	
Application Completion:		
➤ ALL sections of application to be fully completed.	E	
➤ Logbook summary with details of surgical exposure to date must be submitted with application	E	
➤ Ability to provide complete employment history	E	
Clinical Skills:		
➤ Acute care safe: <ul style="list-style-type: none"> • up to date ALS certificate or equivalent • Hospital at Night team working/experience • Out of hours experience relevant to the post 	E	
➤ Relevant specialty clinical knowledge: <ul style="list-style-type: none"> • capacity to apply sound clinical knowledge to the post 		
➤ Clinical judgement: <ul style="list-style-type: none"> • experience in making clinical decisions and managing risk • knows when to seek help, able to prioritise clinical need 		
➤ Practical skills: <ul style="list-style-type: none"> • show aptitude for practical skills required for the post e.g. hand-eye co-ordination, dexterity, visuo-spatial awareness • proven ability to work effectively in different settings required for the post 		
Specialty Specific skills related to the post:		
➤ Essential specialty specific competencies for the post: <ul style="list-style-type: none"> • Substantial experience in plastic surgery with significant experience in microsurgery • Attendance at relevant courses e.g. ATLS, EPLS, IRMER • Able to demonstrate basic microsurgical skills • Ability to travel to our spoke sites in the South East 	E	
	E	D D
Commitment to clinical governance/improving quality of patient care		
➤ Clinical governance: <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. 	E	
➤ Audit: evidence of active participation in audit.	E	
➤ Teaching: evidence of interest and experience in teaching		D
➤ Research: demonstrate understanding of the principles of research, evidence of relevant academic and research achievements, e.g. degrees, prizes, awards, distinctions, publications, presentations, other achievements		D

➤ Empathy and sensitivity: capacity to listen and take in others' perspectives	E	
➤ Works in partnership with patients: <ul style="list-style-type: none"> • always consider patients preferences when discussing treatment options. • always consider the full impact of clinical decisions on the patients, practices shared decision making. • directs and support patients to access the information they need to support decision making. 	E	
Personal Skills		
➤ Team working: demonstrates experience working in a team, values the input of other professionals in the team.	E	
➤ Managing others and team involvement: capacity to work co-operatively with others and demonstrate leadership when appropriate. Capacity to work effectively in multi-professional teams.	E	
➤ Coping with pressure: capacity to operate under pressure. Demonstrate initiative and resilience to cope with setbacks and adapt to rapidly changing circumstances.	E	
➤ Problem solving and decision making: capacity to use logical/lateral thinking to solve problems and make decisions.	E	
➤ Organisation and planning: capacity to organise oneself and prioritise own work. Demonstrate punctuality, preparation and self-discipline. Understanding of the importance of information technology.	E	
➤ Flexible approach to work: able to adapt and work with the Trust to deliver improved patient care.	E	
➤ Equality and diversity: promote equality and values diversity	E	
Probity:		
➤ Professional integrity and respect for others: capacity to take responsibility for own actions and demonstrate a non-judgmental approach towards others. Displays honesty, integrity, awareness of confidentiality and ethical issues.	E	
Commitment to ongoing professional development:		
➤ Learning and personal development, demonstrating: <ul style="list-style-type: none"> • interest in the specialty required for the post • a commitment to maintaining professional skills and knowledge relevant to the post through work, training experience, and courses attended. • a willingness to fully engage in appraisal. Self-awareness and ability to accept and learn from feedback • commitment to CME/CPD as per Royal College recommendations 	E	