

Job Description



Job Title:	Speciality Doctor
Reports to:	Director of Clinical Services
Location:	Bury Hospice
Purpose of Role:	To act as a Senior member of the multidisciplinary team providing the highest standard of medical care which encompasses physical, psychological, social and spiritual aspects of care for patients
Hours:	6 sessions (plus 1 in 5 weekend on call rota)
Salary:	NHS salary scale for Specialty Doctors (pro-rata- depending on qualifications and experience)

MAIN DUTIES & RESPONSIBILITIES

- Carry out daily management of patients on the inpatient unit, alongside the multi-disciplinary team including admission, day-to-day care, and practical procedures such as venepuncture, cannulation. Experience in abdominal paracentesis is advantageous but not essential as this can be provided by our visiting consultant.
- To take the lead on the development of a patients management plan, seeking advice from the visiting consultant appropriately
- To take an active part in multidisciplinary discharge planning where appropriate
- Participate in multi-professional team meetings and ward rounds and be a core member of the palliative Multi Disciplinary Team
- To support and engage with the implementation of the OACCS suite of measures and further development of the iCare electronic notes system
- To support service improvement projects and audits
- Participation in Outpatient Clinics
- Keep accurate, professional and contemporaneous records
- Liaise with and provide advice to Hospice Outreach Nurses, GPs, Community Specialist Nurses, and other members of the Primary Healthcare Team, assisting in the support of patients in the community when required
- Provision of weekend cover from 9am to 5pm approx. once every 5 weeks. This cover will

involve a ward each morning followed by a combination of non-residential cover and attendance on site as required

- Contribute to the development and delivery of the Hospice's ongoing training and educational programme for staff and volunteers
- To support any visiting health professionals, e.g. GP Registrars, medical, nursing or paramedic students, to benefit their hospice visit or placement
- Actively participate in the clinical audit and clinical governance agenda
- Undertake appropriate Continuing Professional Development and Revalidation activities in accordance GMC guidance. Appraisal will be carried out through The Northern Care Alliance
- Working closely with Head of Clinical Services take an active part in the future strategic development of services for patients and their carers, in line with the Hospice 3 year Strategic Plan

The list is not exhaustive and responsibilities will be regularly reviewed and adapted in discussion with the post holder. It is expected that post holders will work flexibly alongside colleagues to ensure the highest quality of care to patients and those close to them.

REQUIREMENTS OF THE POST

Please also refer to Person specification. Key requirements are:

- Full GMC Registration; MBBS or equivalent with appropriate Medical Indemnity Cover
- Specific interest and previous experience in Palliative Medicine
- Excellent clinician with ability to manage patients with complex physical, psychological and social problems effectively and in a sensitive manner
- Demonstrate excellent communication, organisational and interpersonal skills
- Ability to work independently and collaboratively as part of a multi-disciplinary team
- Demonstrate an understanding of the importance of audit and research in the development of clinical practice
- Required to take part in weekend on-call rota

CPD, EDUCATION, TRAINING & AUDIT

The post holder will undergo annual appraisal. Appraisal will be carried out through the Northern Care Alliance Responsible Office.

The post-holder will be expected to take part in the education and training of junior medical staff, nursing staff and the wider multi-disciplinary team. They will be expected to take part in clinical audit.

In turn, Bury Hospice will actively support the post holder in their own Continuing Professional Development (CPD) through provision of protected time and appropriate facilities, including encouragement to attend regional palliative medicine learning groups. The hospice may be able

to offer financial support to a post-holder who wishes to undertake further study in Palliative Medicine.

MANAGEMENT

The post holder will be expected to participate in management duties within the organisation as appropriate to their role. In conjunction with the medical team and senior nursing staff, this will include coordination of referrals and ward organisation.

ON-CALL RESPONSIBILITIES

Provision of weekend cover from 9am to 5pm approx. once every 5 weeks. This cover will involve a ward each morning followed by a combination of non-residential cover and attendance on site as required.

Weekend cover is a separate payment.

POLICY & SERVICE DEVELOPMENT

- To abide by Bury Hospice policies and procedures in line with the Private and Voluntary Healthcare Regulations, 2001, as set out in the Health & Social Care Act 2008 Section 20 Regulations(regulated Activities) Regulations 2014 and the General Medical Council (GMC) Code of Conduct.
- To offer constructive views on how the existing service and teamwork can be improved upon.
- To actively contribute to service development.
- To contribute to fundraising activities.

INFORMATION RESOURCES

- To record data using the agreed systems.
- To efficiently and accurately carry out the administrative duties associated with the role.
- To ensure the timely completion of all contemporaneous documentation.

ORGANISATIONAL RESPONSIBILITIES

- To adhere to all Bury Hospice standards, policies and procedures
- To take responsibility for own personal learning and development, and to support the learning and development of others and the organisation as a whole; a commitment to completing all training required and refreshing training as appropriate
- To conduct all work in a manner reflective of the organisational values and behaviours
- To comply with General Data Protection Regulation (GDPR); an understanding of and commitment to the appropriate handling of all confidential data
- To raise and escalate any safeguarding concerns appropriately and in accordance with Bury Hospice's Safeguarding Policy
- To implement Bury Hospice's Health & Safety policy, ensuring all duties are carried out using safe and appropriate working practices in adherence with statutory regulations and guidelines
- Promote awareness of, and respect for, equality and diversity in accordance with Bury Hospice policies and procedures
- To follow Hospice processes in relation to incident reporting with the understanding that this enables continual learning and improvement across all operations
- To protect service users, visitors, employees and volunteers by observing Infection Prevention and Control policies and procedures
- To embrace the organisational culture of volunteering and to understand the responsibilities of all employees in relation to role managing volunteers
- To organise your own work and to ensure that it is accurate, meeting all quality targets and required deadlines

The list is not exhaustive and responsibilities will be regularly reviewed and adapted in discussion with the post holder. It is expected that post holders will work flexibly alongside colleagues to ensure the highest quality of care to patients and those close to them.