REHABILITATION PHYSIOTHERAPIST
South Sector Rehabilitation Service
Castlemilk Social Work Building G45 9US

Job Reference: 0000047050G
Closing Date: 12 May 2017

www.nhsggc.org.uk
Dear applicant,

Thank you for your interest in this post and for taking the time to read this information pack. We hope this exciting and rewarding role catches your imagination and that you are encouraged to apply.

As the largest Health Board in Scotland, NHS Greater Glasgow and Clyde plays a vital role in the education and training of doctors, nurses and other health professionals, working closely with local universities and colleges. It also provides the full range of community hospital services. The Board has an annual turnover of £3.2 billion per year. It serves a population of 1.2 million people and employs 39,000 staff.

Along with many NHS providers, the Board must respond vigorously to operational, quality and financial challenges in order to continue to improve outcomes for, and the experience of, our patients and the communities we serve. The Board is a large organisation operating in an increasingly tough environment. Building enduring relationships with our partners is vital to continue to drive the changes we are making. Effective communication and productive dialogue is challenged by the spread of the organisation’s sites and stakeholders over a wide geographical area, as well as the variety and large number of partners we work with. The Board is managing these challenges and has developed a positive platform to continue to improve towards excellence.

To drive forward these improvements the Board must have the ability to make tough decisions at a time of change. The next step in the Board’s journey is essential: to build and deliver a strategy that will engage the workforce and public in changing for the future to provide sustainable healthcare services, further embed a culture of innovation and meet the demands and exceed the expectations of our patients.

The following is included in this information pack to help you with your application:

- Job description
- Person specification
- A summary of the terms and conditions for the post
- The application process
- Guidance for completing your application form
- Working for NHS Greater Glasgow and Clyde

If you have a disability or long-term health problem, the Board is committed to offering reasonable adjustments throughout the recruitment process and employment. If you require further information or support, please contact Recruitment Services.

We very much look forward to receiving your application.

Recruitment Services
1. JOB DESCRIPTION

<table>
<thead>
<tr>
<th>Job Title:</th>
<th>Band 6 Rehabilitation Physiotherapist</th>
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<tbody>
<tr>
<td>Responsible to (insert job title):</td>
<td>Team leader South Sector Rehabilitation Service</td>
</tr>
<tr>
<td>Department(s):</td>
<td>South Locality Glasgow City HSCP</td>
</tr>
<tr>
<td>Directorate:</td>
<td>Glasgow City HSCP</td>
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2. JOB PURPOSE

Within the Rehabilitation Service the post holder delivers a high quality specialist service, providing expert clinical intervention to clients and education and support to their carers. The post holder provides specialist client assessment, case coordination, treatment and planned discharge for adults with complex Rehabilitation needs.

a. The experienced practitioner is responsible for planning, co-ordinating, delivering and evaluating the physiotherapy service provided within the Rehabilitation Service.
b. Supervision of less experienced Physiotherapists as well as Support Workers and students on clinical placement.
c. Enhancement of clinical and organisational skills to meet the needs of patients and the organisation
d. Play a key role in the education and development of Rehabilitation /Physiotherapy staff
e. Be actively involved in clinical audit / research locally and within the organisation.
f. Provision of an expert resource to other health care staff/ patients/carers.
g. Work within the multi-disciplinary team to ensure co-ordinated care for patients and carers.
3. ROLE OF DEPARTMENT

- The Greater Glasgow and Clyde South Sector Rehabilitation Service provide specialist rehabilitation across Glasgow South Sector. The multi-disciplinary team provides physiotherapy, occupational therapy, dietetics, speech and language, nursing, podiatry, pharmacy, clinical psychology and rehabilitation support worker intervention. The Service operates over two geographic teams and provides supported discharge from Acute settings and co-ordinated assessment and treatment within an individual’s own home (or other appropriate community or workplace setting) to maximise health gain and independence.

- Clinicians work as part of a flexible and responsive team which aims to provide a single point of access to assessment of need followed by a time-limited and appropriate rehabilitation/enablement package of care. Close collaboration exists with service users, carers, primary and secondary healthcare, social work services and the voluntary sector.

- All staff within the Rehabilitation Service must comply with NHSGGC and Departmental Policies in addition to complying with Chartered Society of Physiotherapy Professional Standards and Rules of Professional Conduct.

4. ORGANISATIONAL POSITION

**Adult Services Manager**

**Rehabilitation Service Manager**

**Team Lead South Sector Rehabilitation Service**

**Band 7 Physiotherapist**

**Band 6 Physiotherapist - (this post)**

**Rehabilitation Assistants**

The post-holder is managerially responsible to the Rehabilitation Team Leader, but has professional accountability to a designated professional lead within the Sector.
5. SCOPE AND RANGE

- Patients have a diverse nature and range of conditions from newly diagnosed neurological disease to end stage palliative care.

- The post holder works as an autonomous clinician within the speciality, taking full responsibility for an identified caseload of approximately 40 patients. The post-holder would be expected to be fully familiar with local policies and procedures within 6 months of taking up post through a period of planned induction and supervision.

- Has responsibility for caseload supervision of up to three Rehabilitation Support Workers.

- Completes allocation of multi-disciplinary assessments within the team, identifying multi-disciplinary issues to enable access to the service and clinical prioritisation for team and professional interventions.

- Works in partnership with clients, carers, Health and Social Work staff, residential care staff and Independent Sector Agencies to ensure optimal care.

- Has a key role in local audit and Clinical Effectiveness projects – this may extend to formal research projects.

- Monitors and evaluates the service provision in conjunction with the Senior Physiotherapists and Rehabilitation Team Lead.

6. MAIN DUTIES/RESPONSIBILITIES

Clinical

- Professionally and legally accountable and responsible for all aspects of own work including direct and indirect patient care.

- Act independently at an advanced level in assessing & analysing clinical and non-clinical information in order to provide a comprehensive clinical diagnosis for individual patients that determines their need for physiotherapy intervention. This may include patients with complex presentation.

- Act independently to plan, implement, evaluate, treat and progress specialised programmes of patient care to maximise their rehabilitation potential – including decision making regarding discharge from care.

- Assess capacity, gain valid informed consent and have the ability to work within a legal framework with patients who lack capacity to consent to treatment.

- Manage an identifiable caseload of patients effectively and efficiently.

- Work as part of a multi-professional team to ensure effective communication and delivery of care.

- Incorporate additional skills gained from Continuous Professional Development into clinical practice and disseminate to others.

- Maintain accurate, comprehensive and up to date patient documentation, records and accurate mandatory statistical information to reflect care provided and meet professional and local standards.
- Provide specialist expert advice, teaching and training to other members of the multi-disciplinary professions regarding patient management to ensure a consistent approach to patient care.

- Communicate effectively, work collaboratively with and make recommendations to all relevant colleagues to maximise patient care and promote effective multi professional / multi-Agency working.

**Case coordination**

The post-holder co-ordinates the interdisciplinary intervention by team members on an individual client basis including:

- Responsibility for co-ordinating the interdisciplinary goal planning process.

- Co-ordination of discharge planning and making decisions regarding follow up when necessary.

- Balancing the needs of the clinical caseload management, alongside key working caseload to assist in the management of the team waiting times overall.

- Ensuring that all necessary information is collated and disseminated to the interdisciplinary team to maximise quality of service to the client and other service users.

- Liaising and working collaboratively with other agencies e.g. initiating referrals, sharing of information, recommending appropriate service delivery, initiating and leading at case conferences and discharge planning.

- Securing discharge from the service and arranging recall where appropriate

**Managerial**

- Delegate appropriate tasks to Rehabilitation Assistants to maximise efficiency and achieve desired quality of care

- Develop a robust framework to monitor and evaluate standards of care and clinical outcomes

- Demonstrate professional leadership within the speciality and with peers across NHSGG&C

- Participate in the departmental Personal Development and Performance Review system to promote personal and service developments

  Identify gaps and pressures in the service and discuss remedial action with Reabilitation Team Leader.

- Involvement in clinical audit and Clinical Effectiveness projects to support the Clinical Governance agenda. Comply with the organisational and departmental policies and procedures and to be involved in reviewing and updating as appropriate.

**Educational**

- Ensure that a comprehensive in-service training programme is provided in the speciality and provide specialist physiotherapy input to the general departmental in-service programme
• Actively participate in Departmental in-service training, clinical support and CH(C)P protected learning time programmes to promote own personal development and that of staff.

• Provide both spontaneous and planned specialist advice, teaching and training to other members of the multi-professional team, educational staff and others (e.g. relatives and carers, voluntary sector) to promote knowledge of physiotherapy management to enhance patient care.

• Provide formal and informal teaching sessions for other qualified staff and Rehabilitation Assistants in speciality

• Active involvement in the clinical training of undergraduate Physiotherapy students.

7a. EQUIPMENT & MACHINERY

• Understand and ensure safe assembly and use of Physiotherapy equipment as provided to or applied to patients, including electrotherapy, exercise prescription and equipment, orthotics/appliances, prosthetics, walking aids

• Understand and ensure safe use of additional patient care equipment including specialist beds, stand aids, sliding sheets and wheelchairs
  • Instruct and advise clients and carers regarding maintenance checks on equipment as applied to or provided to clients that is prescribed by Physiotherapists to ensure the security and safe transportation and delivery of equipment.
  • Monitor and review equipment issued by Physiotherapist in liaison with team and government standards.

7b. SYSTEMS

• Be fully conversant with current Rehabilitation documentation systems including client consent, procedures, assessment and recall systems, personal safety incident reporting, risk assessment and infection control.

• Demonstrate a working knowledge of relevant IT systems and software packages e.g. Physiotools (exercise programme package), and EQUIPU(ordering items from Joint Stores)

• Have an awareness of current systems for student assessments and formally assess students on clinical placement

• Maintain computerised or manual diary of patient appointments

• Use manual and electronic databases to record patient activity and outcomes

8. DECISIONS AND JUDGEMENTS

• Prioritise physio referrals, assess, plan and undertake highly complex physiotherapy interventions using clinical reasoning to decide how to complete and/or discontinue treatment taking all presenting factors into account regarding the clinical condition and utilising an holistic approach to individual care
• Work autonomously making clinical decisions within scope of practice

• Determine appropriate advice regarding additional patient care to appropriate clinician or service.

• Undertake risk assessments regarding patient condition and environment in order to determine and implement appropriate interventions that ensure patient and staff safety.

• Judge a client’s capacity to consent to treatment and decide on the need to seek specialist support and opinion where appropriate.

• Balance clinical, managerial and professional demands to ensure quality of care within the domiciliary service

• Take responsibility for local problem solving e.g. time keeping – seeking further advice regarding more sensitive and complex situations e.g. clinical competence

• Assist and advise less experienced staff regarding clinical decision making and organisational issues

• Consider appropriate delegation of tasks to less experienced staff and support workers.

• Determine when it is appropriate to seek advice from more experienced colleagues/peers if required

9. COMMUNICATIONS AND RELATIONSHIPS

Patients and relatives/carers

1. Communicate complex clinical information effectively and appropriately with patients and their carers using a range of verbal, non-verbal, written and presentation skills. This may involve conveying complex terminology into lay terms e.g. communication difficulties relating to stroke patients

2. Provide and receive sensitive information regarding assessment, diagnosis, prognosis and treatment to encourage compliance

3. Identify and modify the most appropriate communication method depending on the individual requirements e.g. hearing or visual impairments, learning difficulties, language or cultural differences or disinterest

4. Provide support, reassurance and encouragement to patients and their carers as part of the rehabilitation process

5. Convey comprehensive detail of physiotherapy treatment programmes in a manner and at a rate which is appropriate for every individual emphasising and reiterating points as and when to ensure a full understanding

6. Encourage and motivate patients to maximise outcome recognising those who are in pain, are afraid or reluctant and require reassuring, motivating and persuading to comply with treatment

7. Convey information in a particularly sensitive manner when it is contradictory to patient and carer expectations, cultural beliefs or desires.
Physiotherapy Staff (internal/external to the service)
1. Consult staff working in other specialities for advice when required
2. Provide appropriate details for transfer of patients for on-going care elsewhere
3. Delegate tasks clearly to Rehabilitation Assistants
4. Collaborate with peers e.g. Clinical effectiveness groups, Managed Clinical Networks
5. Provide formal support and supervision for named Rehabilitation Assistants

Multi professional colleagues
1. Provide patient assessment findings, progress with treatment, and discharge information
2. Provide advice regarding additional strategies for patient management e.g. referral to another specialist practitioner

Other Agencies e.g. Local Authority, Voluntary sector
1. Provide information to support on-going management e.g. Multiple Sclerosis Therapy Centre, Pain Association
2. Make referrals e.g. for social work community care, 3rd Sector agencies, specialist health services.

10. PHYSICAL, MENTAL, EMOTIONAL AND ENVIRONMENTAL DEMANDS OF THE JOB

PHYSICAL

- Manual handling of patients on a daily basis. This may include very immobile, obese, less motivated patients during a treatment session – often from lying to sitting position, sitting to standing and transfer onto chair and back in one session
- Assisting patients with walking and stair practice – this may include sudden and unpredictable changes in movement or faints/falls which require maximal physical support and/or lowering to the floor ensuring patient and staff safety
- Manual physiotherapy techniques several times a day including facilitation of movement and/or joint manipulation. This requires a specific level of dexterity, response to sensory feedback, and co-ordination of movement
- Frequent use of equipment such as walking aids, which require manipulation, dexterity and strength, often manoeuvring within confined spaces
- Significant element of walking, climbing stairs, standing and working within confined and awkward spaces on a daily basis. Supporting patients while walking. Assisting patients up from chair/bed and supporting limbs during treatment.
- Occasionally may adopt static postures for lengthy periods whilst assessing dependent patients (e.g. a patient suffering from a neurological condition).
- Postural tension may occur due to city driving between patients on a daily basis
• Spend short periods daily using IT equipment – requires awareness of own postures and positioning of equipment/seating etc

MENTAL DEMANDS

• Responding to frequent changes in patients’ condition – this requires being alert in order to undertake a high standard of clinical reasoning involving constant reassessment regarding clinical management - daily
• Prioritising workload - daily
• Prolonged periods of particular concentration especially with new and complex patients and those with communication difficulties - daily
• Constantly dealing with lone working and sole responsibility - daily
• Dealing with abusive patients or carers – infrequent

EMOTIONAL DEMANDS

• Dealing with patients who have long term chronic illness - daily
• Dealing with patients who may have severe disabilities - frequent
• Undertaking treatment modalities which may increase pain levels – frequent
• Dealing with terminally ill patients - occasional
• Dealing with death and bereavement – occasional
• Undertaking distressing treatment modalities e.g. nasal-pharyngeal suction - infrequently
• Dealing with staff and students e.g. managing poor performance

WORKING CONDITIONS

• Undertake lone working - daily risk assessment on community hazards.
• Undertake lone car journeys frequently during working day and occasionally coping with adverse road and weather conditions
• Exposure to bodily fluids(urine, faeces, blood, vomit), sputum - occasional
• Exposure to body odours - daily
• Exposure to smoke contaminated atmospheres -daily
• Undertaking distressing treatment modalities e.g. nasal-pharyngeal suction - infrequently
• Exposure to fleas, and lice – occasional
• Exposure to infectious diseases e.g. Hepatitis C - occasionally
11. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB

- Working with clients with chronic degenerative conditions, maintaining motivation to address health and social care issues, which may involve palliative or terminal care.

- Undertake a physically and mentally demanding job whilst taking care to safeguard own health and safety as well as that of patients and colleagues.

- Maintaining communication with a large number of external agencies, to ensure that recommended services and input are being delivered to the client in an optimum time frame.

- Coping with the emotional demands of patients and carers.

12. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB

- Degree or diploma in Physiotherapy

- Current Health Professional Council registration

- 3-5 years post graduate rotational experience of which 2 years should be at senior level.

- Proven clinical expertise in the treatment of care of the elderly, neurological conditions, orthopaedics and respiratory care.

- Relevant post graduate training – regular in-service training and post graduate courses and evidence of application of acquired skills.

- Working knowledge of basic IT – e.g. word processing, use of internet, Data base management.

- The post-holder would be expected to be fully familiar with local policies and procedures within 6 months of taking up post through a period of planned Induction and supervision.

- A Current Full driving licence is required.

Annual updates:-
Moving & Handling
Cardiopulmonary Resuscitation
Fire Safety
Health and Safety modules
# PERSON SPECIFICATION

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<th>Essential</th>
<th>Desirable</th>
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| **Qualifications / Training** | Diploma / Degree in Physiotherapy  
HPC Registration  
Evidence of relevant post graduate courses/ CPD | Postgraduate e.g. neurological, orthopaedic, care of the elderly  
Clinical Educators/supervisors course |
| **Experience** | Minimum of 3-5 years post graduate experience, including 2 years work at Senior level and proven clinical expertise in the treatment of Care of the Elderly and /or Neurology in both acute and community settings. |                                                                 |
| **Knowledge, skills and Abilities** | Good knowledge and experience of physiotherapy practice in relevant areas, including care of the elderly, neurology, ortho rehab, respiratory  
Good managerial and organisational skills  
Forward thinking  
Excellent Interpersonal skills  
Ability to pass on knowledge/ skills Familiar with word processing, internet | Audit experience  
Presentation skills  
Critical appraisal skills  
Research experience |
| **Personal Qualities** | Clear vision of role /commitment to speciality  
Confident/motivated/enthusiastic  
Proven strong leadership qualities  
Able to work well with and through others  
Committed to personal and team development |                                                                 |
| **Other Requirements** | Full driving licence |                                                                 |
Summary of terms and conditions

The terms and conditions of service are those approved and amended from time to time by the National Agenda for Change Terms and Conditions Agreement.

Job title: Rehabilitation Physiotherapist
Job reference number: 000047050G
Closing date: 12 May 2017
Vacancy enquiries to: For information specific to the role, contact: Fiona Taylor, 0141 276 5000
Agenda for Change band: Band 6
Salary: £26,830 to £35,933 per annum (pro rata where applicable). Please note candidates new to the NHS should expect to start at the entry point of the payscale shown.
Hours: 37.50 hours per week
Base: Castlemilk Social Work Building, G45 9US
Contract type: Fixed Term
Annual leave: The basic annual leave entitlement in a full year commencing 1st April to 31st March is 27 Days on appointment, rising to 29 days after five years and 33 days after 10 years. Leave entitlement is pro rata where applicable.
Superannuation: All employees are automatically enrolled in the Scottish Public Pensions Agency.
Healthcare Support Workers: All NHS Scotland postholders that are not governed by a regulatory or professional body are considered to be healthcare support workers. On appointment, you will be expected to comply with the NHS Scotland Mandatory Induction Standards and Code of Conduct for Healthcare Support Workers.

Healthcare Support Workers are expected at all times to practice competencies that demonstrate insight, understanding and mutual respect of patients, their families, carers and work colleagues. Whether in a clinical or non-clinical role the post holder is expected at all times to be an exemplar of person centred care, embracing their Code of Conduct to a high standard as part of an integrated health professional team.

Smokefree policy: NHS Greater Glasgow and Clyde operates a smokefree policy on all premises and grounds.

Equal opportunities: NHS Greater Glasgow and Clyde is as an equal opportunities employer.
The Application Process

Please ensure you read the Job Description and Person Specification along with the guidance notes on completing your application form. The hiring manager will shortlist an application for interview based on its content, therefore it is in your best interests to ensure you submit a fully and appropriately completed application.

You will receive confirmation that your application submission has been received when you submit your online application form. When we begin to process your application, you will receive an email from NHS Greater Glasgow and Clyde confirming receipt. If you have not received a confirmation email within 3 days working days from the closing date, please email nhsggcrecruitment@nhs.net.

Unfortunately, due to the volume of applications NHS Greater Glasgow and Clyde receive, we are unable to write to applicants who are not successfully shortlisted for interview. Accordingly, if you have not received an invitation for interview within six weeks of the closing date please assume on this occasion you have been unsuccessful. We hope this will not deter you from applying again.

We will use several methods of communication to advise you of each stage of the recruitment process this includes: email, letter, SMS text, or telephone. It is essential that you regularly check your email and your phone to see if we have been in contact with you to update you on the progress of your application. Please ensure your email account does not treat NHS Greater Glasgow and Clyde email as spam or junk by adjusting the necessary settings.

Please ensure you retain a copy of the job description and person specification for the post you are applying for – you will need this to help you prepare if you are selected for interview.

Please retain details of the job reference number – you will need this if contacting NHS Greater Glasgow and Clyde Recruitment Services.

Should you require further information or assistance in relation to your application please visit www.nhsggc.org.uk/recruitment or email your enquiry to nhsggcrecruitment@nhs.net. Please ensure you have the job reference number to hand.

For details on what happens once you have submitted your application, please visit the NHS Greater Glasgow and Clyde – recruitment guidance for applicants.
Guidance for completing your application form

Completion of the application form is the first stage in the recruitment process, and if you are successful, will form the basis of your employment record. Complete and accurate information is essential. Please note: If you knowingly withhold or provide false or misleading information, this may result in your application being rejected, or if appointed, may result in dismissal from your post.

Your application form plays a vital role in the recruitment and selection process. The information you provide us with in your application form will be used to decide whether you are shortlisted to attend an interview. Only those applicants who can clearly demonstrate in their application form how they meet the minimum essential requirements for the post as specified in the job description and person specification will be considered for interview selection.

Applicants should read the candidate information pack and job description for the post prior to completing the online application form.

When completing the online application form applicants should read the instructions in each section and note the following:

- the application form has an automatic time out mechanisms, therefore you should click on the "save" button as you go through the application form or copy and paste from another document, to avoid losing content.
- please do not use any special characters (i.e. £, #, &, %) when completing your application. You are permitted to use the '@' symbol.

It is recommended that you complete all relevant sections of the application form. It does not matter how long ago your last employment was, if you have an employment history please list it.

If you have not previously been employed, please use the "Present or Most Recent Post" section to detail what you have been doing (i.e. full time student / parent / carer).
Please note that you can list unpaid work including work placements and volunteer work in your employment history.

NHS Greater Glasgow and Clyde do not accept Curriculum Vitae (CV), unless a CV has been specifically requested as part of the recruitment process.

By completing and submitting an application for this post you give your consent for NHS Greater Glasgow and Clyde to commence pre-employment checks, including reference checks, once your formal conditional offer of employment is made to you. Click Here for more information. For details on NHS Greater Glasgow and Clyde’s pre-employment check procedures, please visit the NHS Greater Glasgow and Clyde – recruitment_guidance_for_applicants.
Part A (Personal information), Part B (Declarations), Part C (Application Details)
The job description provides information about the main duties and responsibilities of the post being advertised. It also describes the purpose of the post. Please ensure that your application form clearly demonstrates how your skills / knowledge / experience can be utilised in the role.
The job description and person specification also specify the requirements or criteria (knowledge, skills, experience, abilities and qualifications) that are essential or desirable to perform the duties outlined. Please ensure in your application that you demonstrate how you meet the minimum essential criteria and where applicable, the desirable criteria for the role.

Certain posts in NHS Scotland are exempt from the 1974 Rehabilitation of Offenders Act (Exclusions & Exceptions) (Scotland) Order 2003. Click Here for more information. If the advertisement for this position has declared that we require a Disclosure Scotland PVG Scheme Membership / Disclosure Scotland Check, you must declare any previous convictions, classed as either “spent” or “unspent”, including criminal convictions received outside the United Kingdom.

The Asylum and Immigration Act 1996 states that it is a criminal offence to employ a person who is not entitled to work in the United Kingdom (UK). Consequently, before NHS Greater Glasgow and Clyde offers employment, the prospective employee must provide evidence, that he/she is entitled to work in the UK. All applicants regardless of nationality will be asked to provide evidence of eligibility to live and work in the UK.

As a Disability Confident Employer, NHS Greater Glasgow and Clyde operates a Guarantee Interview Scheme for disabled applicants. Candidates who have declared a disability and who meet the minimum essential criteria outlined within the job description / person specification will be guaranteed an interview.

You must provide full and complete employment references including a work email address (personal email address for employment references may not be acceptable) covering a minimum period of the last three years. Employment referees should be listed in chronological order – that is the most recent first. If you have had more than two employers in the last three years we will require additional references. Character referees should only be used in the event that you cannot provide two employer references covering the last three years.

Any gaps in employment history must be detailed within your supporting statement and will be explored carefully with you at the interview stage.

If you have an employment history of less than three years, you should provide full details of an academic referee or other person who is not a friend, is not related to you or involved in any financial arrangement with you to provide a personal reference.
If you have had no previous employment or have been self-employed you should provide details of two personal referees as outlined above and where applicable evidence to confirm your status (i.e. letter from Jobcentre Plus, academic record or evidence from HM Revenue & Customs) if you are shortlisted for interview.

Your application form provides you with an opportunity to provide a supporting statement. This section is one of the most important in the application form as the information that is provided here will be evaluated and used to decide if you are invited to attend interview. This section gives you the opportunity to describe and demonstrate the particular qualifications, skills, abilities, knowledge, relevant experience and other qualities that make you a good candidate for the post.

**Part D (Equal Opportunities)**
This part of the form is optional and the information you provide in this section exercises no part of the selection process. It is treated in confidence and only the Recruitment Service or Human Resources staff can access this information for the purpose of recording and compliance monitoring, to ensure our workforce is balanced and represents the best candidates from all parts of society regardless of age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity status, race, religion or belief, sex, sexual orientation and/or socio-economic status.

**Data Protection Act 1998**
The information you provide on your application will be treated in confidence. Only those NHS Greater Glasgow and Clyde staff involved in the selection process and processing your application will see your application form. If you are the successful applicant your application form will be retained and used to create your employee record file. Your application form will be held for 12 months, from the date of your application, within the NHS Greater Glasgow and Clyde recruitment system, after which period it will be deleted from the system.
Working for NHS Greater Glasgow and Clyde

About us
NHS Greater Glasgow and Clyde is the largest health board and provider of healthcare in Scotland and one of the largest health care providers in the UK.

NHS Greater Glasgow and Clyde's purpose is to:

“Deliver effective and high quality health services, to act to improve the health of our population and to do everything we can to address the wider social determinants of health which cause health inequalities.”

The Board works in close partnership with other NHS organisations, local authorities and other agencies including the third sector to ensure that social work, education, housing, employment and environmental services unite effectively and efficiently with the NHS in tackling inequalities and underlying health problems in local communities.

The future shape of health and social care provision is changing following the move to establish new statutory Partnerships between NHS and Local Authorities, responsible for the planning and delivery of Health and Social care for local populations. This requires the development of very different relationships between primary care, mental health services, community and acute services.

NHS GGC serves a population of 1.2 million (over 1/5 of the population of Scotland) with services provided by 39,000 staff.

The geographical area covered includes: Glasgow City, West Dunbartonshire, Inverclyde, Renfrewshire, East Renfrewshire, East Dunbartonshire and North Glasgow (Stepps-Moodiesburn corridor).

Our services
NHS Greater Glasgow and Clyde provides a full range of Secondary and Tertiary Clinical services, Primary Care, Mental Health and Community services included in which are a number of world-class specialist services.

Find out more about NHS Greater Glasgow and Clyde at www.nhsggc.org.uk.

If you want to know more about the NHS Scotland, visit www.show.scot.nhs.uk.

If you are successful in your application to join us, you will be working within one of our Acute, Primary and Community Care Services. These services are in turn supported by a range of Corporate Service functions including Administration, eHealth, Finance, Human Resources, Public Health, Corporate Planning, Facilities and Estates.
- Click Here to find out more about our Community Services
- Click Here to find out more about our Mental Health Services
- Click here to find out more about the services in your area
Employee benefits
We offer all our staff excellent benefits including:
- NHS Superannuation pension scheme,
- Child Care Vouchers,
- Bursaries to support education and training,
- Interest free loans to purchase Zonecards for trains, buses, underground and some ferries
- Cycle to work interest-free loans to purchase bicycles and equipment

For more information on the benefits available to NHS Greater Glasgow and Clyde staff, visit www.healthservicediscounts.com.

Further information
For further information on any aspect of the recruitment process or for further details on working within NHS Greater Glasgow and Clyde contact:

NHS Greater Glasgow and Clyde
Recruitment Services
West Glasgow Ambulatory Care Hospital
Dalnair Street
Glasgow
G3 8SJ

Tel: +44 (0)141 278 2700
Email: nhsggcrecruitment@nhs.net