NHS Orkney
Consultant Obstetrician & Gynaecologist

Recruitment and Information Pack

Application Reference Number: 0414/007

Application Closing Date: 18/12/2014

Recruitment Team
Balfour Hospital
New Scapa Road
Kirkwall
Orkney
KW15 1BH
☎ 01856 8888186
ork-hb.recuritment@nhs.net
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To assist you with your application for the post of Consultant Physician, NHS Orkney, this pack provides useful information about NHS Orkney and post information.

Useful websites

NHS Orkney
  o  http://www.ohb.scot.nhs.uk/
  o  NHS Orkney Corporate Plan
  o  NHS Orkney Local Delivery Plan
  o  Our Orkney Our Health – Transforming Clinical Services

Orkney Island Council
  o  http://www.orkney.gov.uk/

Scotlands Health On The Web (SHOW)
  o  http://www.show.scot.nhs.uk/

NHS Orkney Twitter
  o  www.Twitter.com/nhsorkney

NHS Orkney Facebook
  o  www.facebook.com/nhsorkney
Welcome

Thank you for your interest in our Consultant Obstetrician & Gynaecologist vacancy based in the Balfour, Rural General Hospital at NHS Orkney.

We believe working in a rural hospital can be both professionally and personally tremendously rewarding. We pride ourselves in delivering high quality care that is person centred, safe and effective and you would be joining at a time when we are investing in CT scanning and a high dependency care facility whilst at the same developing our Outline Business Case for our new Hospital.

Partnership working with our population, our patients, our staff and teams, and our colleagues in Orkney Islands Council and the third sector is important to us and NHS Orkney also for a number of specialist services rely on Service Level Agreements with other Health Boards.

Over recent years NHS Orkney has seen significant changes in the delivery of healthcare. The pace of change continues to accelerate as our committed staff adopt new and innovative ways of working fit for the coming decade.

The successful candidate in this post will work closely with the local midwives in delivering antenatal and obstetric care, as well as lead on the gynaecological service in Orkney. They will also work with fellow Consultants in Obstetrics and Gynaecology in Grampian, as well as Consultant Surgeons and Anaesthetists in Orkney.

These are challenging but influential posts in the remote and rural setting. The role will be supported by an obligate network arrangement with NHS Grampian.

Our new hospital is planned for 2018 and we work towards the provision of and investment in our outer island facilities - these developments allow us to drive forward service improvement with confidence.

If you believe you can fulfil this role, we at NHS Orkney look forward to receiving your application.

Marthinus Roos  
Medical Director  
NHS Orkney
Introduction to Orkney and NHS Orkney

Lying off the northern coast of Scotland, between John O’Groats and the Shetland Isles, Orkney is an archipelago of over 70 beautiful islands, 17 of which are inhabited. The total population is approximately 22,000, with most people living on the Mainland. Kirkwall, the capital with its spectacular red sandstone 12th century cathedral, with a population of 7,500, it is the administrative centre of Orkney with a good mix of shops, supermarkets and businesses. Orkney is a wonderful place to live and work and has been voted the happiest place to live in the UK. Orkney also offers; low pollution, low crime, excellent schools, good leisure facilities, unique wildlife and amazing scenery.

Orkneys economy is mainly occupied by the farming industry. Commonly within Orkney, farmers breed and rear beef cattle of the highest standard, although dairy cows and sheep are also kept. Agriculture generates some £30 million per year, followed closely by tourism, and oil. And fishermen compete with seals and sea birds to enjoy something of the rich bounty provided by the surrounding seas. Orkney is at the forefront of the renewable energy drive in the UK. Wind turbines are dotted around the islands and wave energy research is on-going.

In economical terms Orkney hold an impeccable employment rate of 84.7%, above the average for Scotland and Great Britain.
Kirkwall is truly a place for children, a great place for families. The community spirit is amazing. There is so much for children and adults - theatre, drama, dance and ballet classes. Schools in Kirkwall are very good (no private fees). Imagine all of these within walking distance of your home and workplace. And for adults and visiting relatives and friends there is so much to see and do - playing a round of golf, fishing, kayaking, walking, cycling, diving, wind surfing are but a few. The Pickaquoy centre provides a lovely modern well equipped gymnasium, leisure pool, health suite, squash courts and entertainment centre.
Consultant Obstetrician/Gynaecologist  

Due to a program of redesign and transformation, NHS Orkney is recruiting a Consultant Obstetrician/Gynecologist, who will be leading a Midwifery model of care to the patients in Orkney, as well as providing leadership in the team.

The post holder will work closely with the local midwives in delivering antenatal and obstetric care, as well as lead on the gynecological service in Orkney. The post holder, who will also have an honorary appointment in NHS Grampian, will work closely with fellow Consultants in Obstetrics and Gynecology in Grampian, as well as Consultant Surgeons and Anesthetists in Orkney.

Lying off the northern coast of Scotland, between John O’Groats and the Shetland Isles, Orkney is an archipelago of over 70 beautiful islands, 17 of which are inhabited. The total population is approximately 22,000 with most people living on the Mainland. Kirkwall, the capital with its spectacular red sandstone 12th century cathedral, with a population of 7,500, it is the administrative centre of Orkney with a good mix of shops, supermarkets and businesses. The historical harbour town of Stromness, with a population of 2,500, is situated on the West Mainland. Both towns are famed for their picturesque main streets. The excellent ferry and air connections makes travel to the Scottish mainland, Aberdeen, Inverness, Glasgow, Edinburgh and Shetland, and even Norway quite easy. There is a rich archaeological history to be explored, as well as many outdoor pursuits, including diving in Scapa Flow, kayaking, walking, cycling, bird watching, and many more. Orcadian culture is rich, with music and arts and crafts well represented. The St Magnus Music Festival in June is internationally renowned.

Rise to the challenge and enjoy the opportunity – Orkney is a wonderful place to live and work and offers low pollution, low crime, excellent schools, good leisure facilities, unique wildlife and amazing scenery. If you are tired of the rat race and want to live and work in a place where the pace of life is slower yet still connected to hustle and bustle of Edinburgh, Glasgow and Aberdeen (50 minutes by air) then to the continent and London, Orkney is the place for you.

Imagine living and working in a place where modernity and history come together in an exhilarating mix. Kirkwall is just this place. From the beautiful Pier with the lovely little boats through to the cobbled streets lined with old fashioned shops dealing in handcrafted items and leading onto the ancient Cathedral. Kirkwall offers everything,
from modern Italian and seafood restaurants to others serving traditional Scottish dishes. There are theatres and museums hidden in little side streets.

Kirkwall is truly a place for children, a great place for a family. The community spirit is amazing. There is so much for children and adults - theatre, drama, dance and ballet classes. Schools in Kirkwall are very good (no private fees again). Imagine all of these within walking distance of your home and workplace. For adults and visiting relatives and friends there is so much to see and do, playing a round of golf, fishing, kayaking, walking, cycling, diving, wind surfing are but a few. The Pickaquoy centre provides a lovely modern well equipped gymnasium and entertainment centre.

You might think Orkney is remote, and whilst there are remote islands, Kirkwall has several flights a day (just under 1 hour) connecting to the mainland, and with high speed broadband available on the islands, friends and family are just a click away. Homes are very affordable, what might you get for £200,000 in London, Edinburgh, Glasgow or Leeds? For that sort of money, you get 4 bedroom detached homes in the most sought after locations in Kirkwall and the best bit is there being very little traffic anywhere.

But don’t take our word for it - come and see for yourself! Please feel free to visit the island and the Balfour Hospital where you will find a very warm welcome.

The Balfour Hospital in Kirkwall is a small Remote and Rural District General Hospital with 48 beds. There is an Acute Ward, an A&E department incorporating a receiving ward, a High Dependency Unit, a Day Hospital, a day surgery unit and a maternity unit. The consultant complement currently consists of 2 Consultant General Surgeons supported by 1 Clinical Assistant, 2 Consultant Physicians as well as 3.5 WTE Consultant Anaesthetists. There is also a part-time Orthopaedic Surgeon, as well as a Consultant in Public Health.

Specialist clinics in 23 disciplines are provided by Consultants who visit at regular intervals - usually once every one or two months. These clinics include cardiology, neurology, diabetes, endocrinology, genetics, rheumatology and many more. Patients requiring other non-urgent specialist treatment are sent to the Scottish mainland, usually to Aberdeen. There are six GP practices on Mainland Orkney and seven on outlying islands. The Isles Network of Care provides the GP services to the majority of the isles. Support services include laboratory and radiological services, including fluoroscopy and diagnostic ultrasound, physiotherapy and occupational therapy. There is a wealth of opportunity to teach both junior medical and nursing staff and medical students on elective placement. The hospital is also in the process of having a 128 slice CT scanner installed with approval for our new replacement hospital just announced by the minister.

Patients requiring emergency care that cannot be provided on Orkney are transferred by air to the main centres in the Scottish mainland, usually Aberdeen. Transfer of patients requiring special care is done by retrieval services, where the flights from the Scottish mainland are accompanied by consultants who then retrieve the patients from Orkney.

You will work every sixth week (activity dependent) in the Grampian Maternity Hospital and Aberdeen Royal Infirmary as part of an obligate network and will also
receive professional support, development and support from the team in Aberdeen as well as development of special interest/s. There will also be opportunities to VC into clinical meetings in Grampian while in Orkney.

The new model gives the opportunity to repatriate much of the Gynaecological inpatient work to Orkney. Those patients that cannot be operated on in Orkney due to their general condition or the complexity of the procedure will be operated on by the consultant in Aberdeen during his time in Grampian.

The post is for 7.5 Direct Clinical Care Activities and 2.5 Supporting Professional Activities. Two Extra Programmed Activities will be included but will be open for negotiation as part of the job planning process. On-call will be 1:3, with a GPwSI doing 1:5 on-call. The rest of the on-call will be covered with midwives once their training is complete.

To find out more about living and working in Orkney got to www.orkney.org. Additional information on the islands can be viewed on www.visitorkney.com and further information on NHS Orkney can be found at www.ohb.scot.nhs.uk. Job adverts can also be viewed www.ohb.scot.nhs.uk/vacancies.asp

For further information on this post please contact Marthinus Roos, Medical Director, 01856 888224, marthinus.roos@nhs.net, or Marie O’Sullivan 01856 888077, Marie.osullivan@nhs.net

For an electronic application pack, including an application form and information on Orkney, please contact Danna Wilson, Human Resources, Balfour Hospital, Kirkwall. Tel: 01856 888186 or email: ork-hb.recruitment@nhs.net Please note that in order to apply for a position at NHS Orkney the standard NHS application form needs to be completed – CVs are not accepted.

Closing date for applications: Thursday 18th December 2014

Interviews are expected to be held on: Monday 26th January 2015

This post is subject to a PVG Scheme Record check
Information for Applicants

**NHS Scotland**

The NHS is one of our nation’s biggest and most important public services. Each day thousands of Scots depend on it for treatment and care. Each day it saves hundreds of lives.

The nation’s largest employer, more than 150,000 dedicated and skilled staff work for NHS Scotland. Since devolution, the Scottish Government has been striving to make Scotland healthier for all of us.

The work undertaken by the 14 territorial NHS Boards across the country provides the strategic framework to ensure that the management of our healthcare is more efficient, more accountable and more effective. These Boards bring together key partners to deliver healthcare. One of the main functions of these different bodies is to put government policies into practice in the best way possible.

An NHS Board is a board of governance, which has responsibility for issues such as health improvement, strategic planning and resource allocation.

**NHS Orkney**

The smallest of the territorial Boards, NHS Orkney employs circa 567 substantive employees.

The Board Comprises of 15 Members:

- The Board Chairperson
- 6 Non-Executive Members
- 2 Stakeholder Members
  - Employee Director
  - Chair of Clinical Forum
- 5 Executive members
  - Chief Executive
  - Director of Finance
  - Medical Director
  - Director of Public Health
  - Director of Nursing, Midwifery and Allied Health Professionals

- In attendance at the Board and a member of the Executive Team is the Head of HR Services

The Non-Executive members are lay-people who are invited to sit on the Board. These people generally have other jobs but they receive some remuneration for activities involving their Health Board duties.
Selection Process and Recruitment Timetable

**KEY NOTE DATES**

<table>
<thead>
<tr>
<th>Recruitment Stage</th>
<th>Planned Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recruitment Advert opens</td>
<td>Thursday 20(^{th}) November 2014</td>
</tr>
<tr>
<td>Closing date for returned applications</td>
<td>Thursday 18(^{th}) December 2014</td>
</tr>
<tr>
<td>Shortlisting to take place</td>
<td>Friday 19(^{th}) December 2014</td>
</tr>
<tr>
<td>Candidates informed to advise of outcome of Shortlisting</td>
<td>Week commencing 22(^{nd}) December 2014</td>
</tr>
</tbody>
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Shortlisted Candidates will be invited to participate in the following:
- Meet and greet
- Panel Interviews

**Special Requirements for Selection Events**

Where appropriate NHS Orkney is fully supportive in discussing making any reasonable adjustments to the recruitment process to ensure no candidate is disadvantaged as a result of a disability or any other health condition.
TERMS AND CONDITIONS

a) This appointment is offered on the Terms and Conditions of the Consultant Contract.

b) This appointment is superannuable under the NHS Superannuation Scheme, which is contracted out of the State Earnings Related Pension Scheme (SERPS). New employees commencing employment from 1 March 2013 onwards will automatically be enrolled in the pension scheme and your remuneration will be subject to deduction of superannuation contributions. To opt-out, you must contact the Scottish Public Pensions Agency directly on Tel: 01896 893000. Should you choose to opt-out in accordance with these changes you will be enrolled into the scheme again every 3 years (June 2016, 2019 etc) when the same process will apply. For further information on the benefits of the scheme, please contact an advisor of The Scottish Public Pensions Agency (SPPA) Tel: 01896 893100, or download/view a member’s guide at www.sppa.gov.uk/nhs/forms.htm.

c) The employment is subject to 1 months’ notice on either side subject always to the appeal and other provisions of paragraphs 10.4 & 10.5 of the Terms and Conditions of Service of Hospital Medical and Dental Staff and Doctors in Public Health and the Community Health Service Consultant Grade.

d) The successful candidate, if not already employed by the NHS Orkney, will be required to complete a medical questionnaire to obtain medical clearance from Occupational Health.

e) The successful candidate will be required to complete a Disclosure Scotland PVG (Protecting Vulnerable Groups Scheme) form. No approach will be made without written permission of the successful applicant who will be asked to sign and complete a Disclosure PVG application, giving authorisation for the check to be undertaken.

f) NHS Orkney does not negotiate salary placements. On commencement the salary will be in line with paragraph 11.1.2 of the terms and conditions of the new consultant contract. Appointees start on the scale minimum except in the circumstances of paragraphs 11.1.3 – 11.1.4 of the terms and conditions of service.

g) From 1st April 2014 the starting salary for the post is £76,001 per annum (based on 10 Programmed Activities per week). The successful candidate’s total salary will be dependent on his/her previous service history. Remuneration for any extra programmed activities will be dependent upon the job plan agreed at the time of appointment.

h) For employment purposes, your base will be the Balfour Hospital, New Scapa Road, Kirkwall KW15 1BH.
Home to work expenses will be met by the post holder but all other travel expenses incurred as a result of your employment will be reimbursed by the Board.

i) Reasonable removal expenses in line with the Board’s policy will be payable. This will be discussed with you, as part of an offer of employment.
Job Description

INTRODUCTION

Applications are invited for the post of Consultant Obstetrician and Gynaecologist, based at the Balfour Hospital in Orkney.

Obstetric care in Orkney is being delivered by a consultant led midwifery team, with input from a GP with a special interest in Obstetrics. Pregnant patients are risk stratified, and those with high risk are delivered in the Aberdeen Maternity Hospital.

The post holder will work closely with the local midwives in delivering antenatal and obstetric care, as well as lead on the gynaecological service in Orkney. The post holder will also work with fellow Consultants in Obstetrics and Gynaecology in Grampian, as well as Consultant Surgeons and Anaesthetists in Orkney. The model of care in Orkney has been redesigned to a Midwifery led model supported by a resident Consultant Obstetrician in Orkney.

The successful candidate will work every sixth week (activity dependent) in Grampian Maternity Hospital and Aberdeen Royal Infirmary as part of an obligate network and will also receive professional supervision, development and support from the team in Aberdeen as well as development of special interest/s. There will also be opportunities to VC in to clinical meetings in Grampian while in Orkney.

The new model gives the opportunity to repatriate much of the Gynaecological inpatient work to Orkney. Those patients that cannot be operated on in Orkney due to their general condition or the complexity of the procedure will be operated on by the consultant in Aberdeen during his time in Grampian.

THE POST

Candidates should be on the Specialist Register or be within six months of obtaining their Certificate of Completion of Training (CCT) in Obstetrics and Gynaecology and hold full GMC registration.

The post is for 7.5 Direct Clinical Care Activities and 2.5 Supporting Professional Activities. Two Extra Programmed Activities will be included but will be open for negotiation.

On-call will be 1:3, with the GPwSI doing 1:5 on-call. The rest of the on-call will be covered with midwives once their training is complete.

An enhanced induction process tailored to individual needs will be provided to ensure full competency in the requirements for work in remote and rural setting of Orkney, with the support of NHS Education of Scotland and NHS Grampian.

There is a wealth of opportunity to teach staff across the organisation, including those in training. Providing a comprehensive teaching service, and engendering
good links to practice and teaching opportunities with mainland colleagues, is essential to sustaining services on the island and reducing professional isolation.

**GENERAL**

The post provides an opportunity to enjoy an outstanding quality of life as part of a vibrant and forward thinking community, in an area of superb natural beauty, heritage and culture which also enjoys subsidised and frequent air and sea links to mainland Scotland.

NHS Orkney health board has one Remote and Rural General Hospital and serves a population of 20,000. Complex medical and surgical cases are stabilised and transferred to mainland Scotland and two high dependency beds are available.

NHS Orkney is at the forefront of developing sustainable and cost-effective care in a remote and rural environment, to ensure the delivery of quality clinical care, which is person centered, safe, and effective. This includes the recent development of a consultant led maternity care model, and also to repatriate as much gynaecological surgery from Grampian to Orkney as appropriate.

This job is suitable for a job-sharing arrangement.

**DESCRIPTION OF THE BALFOUR HOSPITAL IN KIRKWALL**

Bed complement:

- Acute ward - medical and surgical: 16 beds
- High Dependency Unit: 2 beds
- Receiving Unit: 5 beds
- Day Surgery: 6 beds
- Maternity Unit: 6 beds
- Macmillan Unit: 4 beds
- Continuing Care, Rehabilitation, Dementia Assessment, Mental health: 17 beds

Across the whole hospital, enthusiastic and adaptable Nursing and Allied Health Professional staff have experience, and in some cases extended skills, in order to meet the generalist approach to care in Orkney.

Waiting lists and waiting times are small in comparison to the Scottish Mainland as would be expected with the local population count. There is sufficient capacity within the hospital and the vast majority of patients are managed within the required waiting times. Suspected cancer and urgent cancer referrals are almost all jointly managed with NHS Grampian, with opportunities to participate in the regional Multidisciplinary Team meetings that have been put in place for this.

Medical Services for adults and children are designed to be appropriate for a non-specialist unit. The Critical Care Team, which is composed of nursing staff, the
Medical Team, Surgeons and Anaesthetists are responsible for the resuscitation, stabilisation and ongoing management of critically ill patients, with air ambulance evacuation of adults (by the Emergency Medical Retrieval Service) or by the nationwide paediatric and neonatal retrieval teams.

MEDICAL STAFF

This recruitment is for a Consultant in Obstetrics and Gynaecology which is currently provided by 2 fulltime O&G Consultants, supported by a GP with Special Interest in Obstetrics

We are also currently recruiting to a 3rd Consultant Physician post. Currently there is an establishment of 2 WTE Consultant Physicians providing medical care.

The Anaesthetic Team complement is 3 WTE and 1 PTE Consultants. Close ties with NHS Grampian have been developed to improve opportunities for experience across a greater range of clinical areas.

The Surgical Team consists of 2 Consultant Surgeons supported by one Specialty Doctor and one part-time Clinical Assistant, one of which has formal surgical training. Recruitment to a 3rd Surgeon is currently underway. A part time Orthopaedic Surgeon performs a limited range of procedures.

Hospital at Night care, as well as support for the consultant led services during daytimes are provided by a Non-Consultant rota of Specialty Doctors and GPST trainees.

Visiting Consultants from predominantly NHS Grampian and NHS Highland Health Boards support a wide range of additional specialist out-patient clinics and some elective theatre lists (ENT, Oral Surgery, Ophthalmology).

Support services include laboratory and radiological services. A CT scanner is currently being installed, and will be operational by mid-2014. There is a range of AHP services available, including physiotherapy and occupational therapy departments. An Intermediate Care Team service provides support for patients across the hospital and those returning from external Boards.

There is a wealth of opportunity to teach staff across the organisation, including those in training. Providing a comprehensive teaching service, and engendering good links to practice and teaching opportunities with mainland colleagues are essential to sustaining services on island and reducing professional isolation.

Medical, surgical, and paediatric patients are initially seen in the Acute Receiving Unit. Minor cases are treated and discharged, with more major presentations being dealt within the assessment or resuscitation areas as appropriate. Patients can be discharged, admitted to an appropriate hospital bed or transferred to a major centre from here, with a High Dependency Unit facilitating this process.

Very effective air ambulance retrieval services for adults, paediatric, neonatal, maternity and mental health patients are regularly used for transfer of seriously ill
patients to appropriate hospitals in the Scottish Mainland – mainly Aberdeen Royal Infirmary.

Cancer and Palliative care services are provided in Macmillan House by the patient’s own GP or the Skerryvore Medical Practice, and Cancer & Palliative Care Specialist Nurses.

There is a fully equipped modern Theatre Suite and a 6-bedded day surgery unit, which is being developed to become a unit caring for all short term day cases (including medical).

Services for children are designed to be appropriate for a non-specialist unit. The clinical care team, which is composed of nursing staff, the medical team, anaesthetists and paramedics are responsible for the resuscitation, stabilisation and ongoing management of critically ill children, until the arrival of the nation-wide retrieval team. It is recognized that the competencies required in a remote and rural setting may be broader than those obtained through a conventional training scheme, and supplemental training can be provided to ensure the successful candidate can fully discharge the clinical duties of the post. Training in the management of Paediatric Emergencies will be provided as part of induction if required. Neonatal care is provided by the Obstetric Team and Midwives, with support from the Anaesthetists.

MANAGEMENT STRUCTURE

NHS Orkney Board is accountable for the provision of healthcare across primary and secondary care. There is also a formal CHSCP arrangement – Orkney Health and Care, to work in partnership with Orkney Islands Council, to provide health and social care which meets the growing needs of patients living with long term conditions.

Formal medical representation at board level is through the Medical Director and the Chairman of the Area Clinical Forum. Board philosophy is to involve and integrate senior clinicians into all relevant major aspects of health care management and strategy.

The Consultant will be professionally accountable to the Medical Director and will be line managed by the Manager of Children’s Services.

The Consultant will also be a member of the Area Medical Committee, which, via the Area Clinical Forum, links to the Health Board.

ABERDEEN HOSPITALS

Orkney clinicians work very closely with colleagues in Grampian. This is crucial as care of many patients is shared between clinicians in Orkney and in Grampian. To facilitate networking, and to allow clinicians in Orkney to maintain their skills and competencies, an obligate network arrangement with Grampian is in place. This involves a joint appointment with NHS Grampian, to allow shared clinical care, close
networking with colleagues in Grampian, as well as continuing professional development.

**Aberdeen Maternity Hospital** is the main Maternity Hospital for the Grampian area. It has 103 ante-natal and post-natal beds and a Neonatal Intensive Care Unit with 38 cots. The Maternity Hospital is situated on the main hospital site at Foresterhill along with Aberdeen Royal Infirmary, the Royal Aberdeen Children's Hospital and the University of Aberdeen Medical School.

The New **Royal Aberdeen Children's Hospital (RACH)**, which opened in January 2004, has 85 beds currently, which will rise to 100 when fully commissioned and together with the Neonatal Unit at Aberdeen Maternity Hospital (AMH) provides all specialist care for children up to the age of 14 years in the Grampian Region and the Orkney and Shetland Islands.

**Aberdeen Royal Infirmary, Foresterhill**, with a complement of 983 beds, is the principal adult acute teaching hospital of the Grampian Area providing a complete range of medical and clinical specialties. It is situated on a large open site to the North-West of the city centre. There are 52 Gynaecology beds (including 8 day case beds) located on one floor in wards 42/43. There is a Women's Day Clinic for Out-Patient procedures, and the Gynaecology Out-Patient Clinic is located in the General Out-Patient Department.

**The Grampian Obstetrics and Gynaecology Department**

There are seventeen consultants, one Associate Specialist, one University Lecturer, 28 specialist trainees including 3 based at Raigmore Hospital, Inverness. There is a University Department of Obstetrics and Gynaecology, with two Professors of Obstetrics & Gynaecology, and two Senior Lecturers who have Honorary Consultant status.

The department provides a specialist obstetric and gynaecological service for the whole of the Grampian Area. Obstetric cases requiring specialist advice are referred to the Maternity Hospital in Aberdeen. The department is recognised for subspecialty training in Maternal and Fetal Maternal Medicine (MFM), Reproductive Medicine, Gynaecological Oncology and Sexual & Reproductive Health. Recently with manpower planning, it has been decided in Scotland that there will be one MFM trainee based in Glasgow who can rotate to Aberdeen or Edinburgh as part of the rotation. Trainees are encouraged to undertake advanced training skills in fetal medicine, maternal medicine and labour ward lead. The department is sub-divided into 4 consultant teams, each team having different subspecialty interests.

The Department is part of the directorate of Obstetrics, Gynaecology and Neonatology. The Divisional Clinical Director is Dr C Bain, and the clinical leads are; Dr Peter Danielian (obstetric service), Dr Stuart Jack (gynaecology service) and Dr Mike Munro(neonatology service).

The NHS Staff are:
- Dr P Ashok (Gynaecology)
- Dr C Bain (Gynaecology)(Divisional Clinical Director)
- Dr S Bandyopadhyay (Obstetrics)
- Dr M Cairns (Gynaecological Oncology)
- Dr K Cooper (Gynaecology)
NHS ORKNEY: PRINCIPAL DUTIES

The successful candidate will be expected to work flexibly and achieve high quality care with particular emphasis on:

- The quality of care, with person-centred, safe and effective working the focus for all activity.
- The very broad range of skills and competencies required to practice in a Remote and Rural setting such as Orkney differs from mainstream sub specialised medicine. To ensure that the candidate appointed will have those skills, tailored support in acquiring those skills will be addressed during the induction period, when the candidate will spend time in NHS Grampian. The program for this period will be tailored for the individual requirements of the successful candidate.
- Developing appropriate services to meet clinical needs within available resources
- Support and develop sexual health services for the population, including participation in appropriate networks
- Demonstrating a firm commitment to the principles of clinical governance and effective clinical audit, and participate in Morbidity and Mortality Meetings, implementing SIGN/NICE and other national guidance.
- A requirement to meet performance targets as described in the HEAT targets (health efficiency access treatment targets) set out by the Scottish Government Health Department. HEAT targets form part of the NHS Orkney Local Delivery Plan (LDP).
- Job plans must be agreed in association with the Medical Director. Changes will be discussed and agreed with yourself in line with service needs and changes in service requirements.
- Participating in the education and training of doctors, nurses and allied health professionals including those in primary care, and fostering by example an atmosphere within the hospital which encourages learning and reflective practice
• Responsibility for the supervision and education of multi-disciplinary colleagues, where appropriate. This will include both formal education programmes, and fostering by example an atmosphere within the hospital which encourages learning.
• Participation in annual appraisal, revalidation and licensing, and CPD to maintain and refresh their skills and competencies are required.
• A requirement to undertake other appropriate clinical and administrative work on behalf of NHS Orkney such as participation in Major Incident planning and supporting work around future service design options.
• The private residence of the person appointed should be on mainland Orkney and not more than 30 minutes drive from the Balfour Hospital.
• Hospital staff should be able to contact the post-holders when on-call, both in and out of working hours. The Board will provide communications equipment as appropriate in order to facilitate this.
• Due to the size of the clinical teams in Orkney, assistance from all medical staff might be required during major incidents.
• A requirement to work within the strategy developed by NHS Orkney promoting closer integration of services and closer working relationships, both between disciplines, and with partner agencies, to ensure patient centred care.
• The candidates will be expected to take part in the activities of various committees, such as the Resuscitation Committee, the Drug and Therapeutics Committee, the Area Medical Committee and others
• Subspecialty interests can be accommodated by close working relationships with Grampian services
• The appointment is made subject to satisfactory fitness for employment. The candidate will, therefore, be required to complete a pre-employment health screening questionnaire and may/will subsequently be required to attend for health screening.
• As a result of guidance issued by the Scottish Office on "Protecting Health Care Workers and Patients from Hepatitis B" NHS Orkney is required to:-
  o Ensure health care workers who may be at risk of acquiring hepatitis B from a patient are protected by immunisation.
  o Protect patients against the risk of acquiring hepatitis B from an infected health care worker. Due to the nature of this post, any offer of appointment will be conditional upon the successful applicant either:-
    o Undergoing a process of screening/immunisation/monitoring in accordance with the Board's Policy and Procedure, or
    o Producing acceptable documentary evidence that he/she is not an infective risk to others.
  In the event that he/she is an infective risk to others or if he/she fails to comply with the above requirements, the conditional offer of appointment will be withdrawn.

DUTIES IN NHS GRAMPIAN

The appointed consultant will spend approximately one in six weeks in Aberdeen, as a full member of the Grampian Department and will do the following during the time in Aberdeen:
• A day of labour ward
• A special interest clinic (which may then progress to be done in Orkney to save travel costs of patients.)
• Incorporate CME into departmental teaching and attend SOGS
• One on call day in Gynae, with exposure to emergency cases
• Up to two sessions theatre
• Attendance to Gynae Oncology MDT and also theatre to see surgical procedures useful to cases in Orkney when difficulties arise (eg. management of pelvic masses and ureteric dissection etc.)
• Attendance at the Neonatal Unit of the Obstetric and Neonatal Meeting.

EDUCATION, TRAINING AND RESEARCH

NHS Orkney supports the requirements for Continuing Medical Education and is committed to providing reasonable amounts of time and financial support for these activities.

Study leave of 30 days in 3 years and an annual study leave allowance will be provided. This is in addition to the time spent in the Grampian O&G Departments. The CPD program should be approved by the post-holder's line manager to assure alignment with service requirements as part of annual job planning. Generous allowances are made for travelling, taking into account the challenges to attend activities on the Scottish mainland.

NHS Orkney is keen to develop and support research and innovation, particularly in the area of telemedicine.

A multi-professional Education and Training Suite was opened in 2011. This comprises an e-suite of well equipped training rooms, with access to an extensive range of manikins, including SIM-Man and SIM-Baby and audio-visual equipment, including video-conferencing facilities.

The role will involve teaching medical, nursing Midwifery and AHP staff to ensure skills across the services. In particular, ensuring the ongoing competency and development of the core skills within the multi-disciplinary service by developing, promoting and contributing to a multi disciplinary educational programme, including the Orkney Multidisciplinary Education Programme.

CLINICAL GOVERNANCE AND AUDIT

NHS Orkney is continuing to develop clinical governance and patient safety arrangements building on existing frameworks. Consultant representatives are members of the Operational Clinical Governance Committee which oversees all clinical governance activity, including management of clinical risk. The health board has a Health Intelligence and Clinical Governance Department which provides advice and support on developing audit systems and research governance. The appointee will audit their practice as appropriate or supervise juniors in medical audit.
Consultants will be encouraged to participate, either in established projects or to initiate research topics of relevant interest.

All clinicians are expected to take an active part in clinical audit, as well as supervising audits undertaken by their teams, ensuring that the audit cycle is completed, and any required change in practice is implemented. They must be willing to develop a culture of audit in the acute care situation and ensure that these activities are incorporated into the day to day activities of the acute service.

The post holder is expected to contribute to the Clinical Governance of the Balfour Hospital and NHS Orkney by:

- Developing (in conjunction with Aberdeen Maternity Hospital), maintain and promote protocols for conditions contained in the defined Rural General Hospital Core Activity and to work within these protocols.
- Promoting and being actively involved in the audit programme.
- Contribute and lead regular joint morbidity and mortality meetings.
- Undertaking Significant Adverse Event Analysis of cases that warrant such analysis.
- Undertaking annual individual appraisal.
- Maintaining personal continuing professional development
- Acting as a positive role model for good medical practice and positive ways of working.

**CLINICAL NETWORK WITH NHS GRAMPIAN**

The successful candidate will have a primary appointment in NHS Orkney, where the candidate will work and live. A joint appointment with NHS Grampian will occur. The purpose of this is to encourage close working relationship with colleagues in the Medical Departments in Aberdeen Royal Infirmary and other Grampian hospitals, participation in their CPD programs and access to their departments for training and support.

**JOB PLAN**

An annual job plan will be negotiated and agreed between the Medical Director and the Consultant and will depend on service requirements.

**Obstetrics:**

- 1 Obstetric clinic every 2-4 weeks – midwife to consultant referral
- At least 1 Ward round every day
- Protocol development
- Clinical Governance and Patient Safety lead for the service
- Audits
- Teaching for Midwives, GPs and Surgical Colleagues, as well as the wider clinical audience in Orkney.
- On-call as if in a 1:3 rota. This is a low intensity on-call, and is paid through the 8% on call supplement, as well as 1.33 tariff for hours worked, as per consultant
contract. This arrangement is flexible upwards during the period when the midwives are trained to take on more responsibility.

**Gynaecology:**
- 1 clinic per week, including minor procedures in clinic
- 1 theatre session per week
- Pathway development in Gynaecology linking the clinical work in Orkney with that in Grampian.
- Teaching for nurses, as well as the wider clinical audience in Orkney
- Travel and subsistence expenses for all travel to the Scottish Mainland for NHS Orkney related meetings, CPD and training, will be paid for by NHS Orkney
- No on-call commitment in Orkney.

**CLINICAL MANAGEMENT STRUCTURE**

This role will report managerially to the Children’s Services Manager and professionally to the Medical Director.

In agreement with the appointee, NHS Orkney will provide a mentor to support those undertaking their first Consultant appointment.

**PATIENT BASED INFORMATION SYSTEMS AND DATA QUALITY**

NHS Orkney has recognised that information technology serves an increasingly important role and is undertaking an extensive eHealth programme, including implementation of new patient-based information systems, critical to this is the electronic patient record in both acute and primary care. The system will build to facilitate access to the patient’s radiology, pathology, and theatre history together with decision support software and specialty systems, such as Badgernet and Scottish Birth Record for Obstetrics. There is a variety of health informatics initiatives, both established and soon to be piloted, to enhance efficiency in patient care and clinical management. The use of speech recognition software is encouraged.

It is recognised that the collection of patient information is vital to the quality of care delivered to patients. It is expected that care and thought are applied to the quality of such data and that it is managed and shared appropriately whether electronic or paper based.

**INFECTION CONTROL**

All staff have a duty to comply with all relevant NHS Orkney guidelines and policies in relation to Infection Prevention and Control. You have a duty to ensure that you minimise the risk of infection, infectious diseases and particularly Health Care Associated Infection. This responsibility includes minimising the risk by highlighting any concerns you may have to the appropriate person as identified in the policies and guidelines.
SAFEGUARDING CHILDREN AND VULNERABLE ADULTS

NHS Orkney has a responsibility for, and is committed to, safeguarding and promoting the welfare of children and young people as well as vulnerable adults in our care and for ensuring that they are protected from harm. The post holder will be expected to work in accordance with the relevant policies, including the Child Protection and Adults with Incapacity Acts.

For further information, please contact

Mr Marthinus Roos, Medical Director, NHS Orkney  marthinus.roos@nhs.net  Tel 01856 888224

Mrs Marie O'Sullivan, Head of Children's Services, Criminal Justice and Primary Care, Orkney Health and Care, marie.osullivan@nhs.net, Tel no 01856 888077
**PROPOSED JOB PLAN**

**Contract:** Full Time  
**Programmed Activities:** 10 EPAs

**Availability Supplement:** Level 1

**Premium Rate Payment Received:** 8%

**Managerially Accountable to:** Children’s Services Manager

**Responsible for:** Obstetrics and Gynaecology services in Orkney

<table>
<thead>
<tr>
<th>DAY</th>
<th>HOSPITAL/ LOCATION</th>
<th>TYPE OF WORK</th>
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<tbody>
<tr>
<td><strong>Monday</strong></td>
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<tr>
<td>From / To</td>
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<tr>
<td>09.00 - 09.30</td>
<td>Balfour Hospital</td>
<td>Ward round</td>
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<tr>
<td>09.30 - 12.00</td>
<td>Week 1&amp;3</td>
<td>SPA</td>
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<tr>
<td>13.00 - 17.00</td>
<td>Aberdeen Maternity Hospital</td>
<td>Gynae Clinic</td>
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<tr>
<td>Every 6 weeks</td>
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<tr>
<td>07.00 - 10.00</td>
<td>Balfour Hospital</td>
<td>Travel to Aberdeen</td>
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<tr>
<td>13.00 - 17.00</td>
<td></td>
<td>Pre-op ward round</td>
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<tr>
<td><strong>Tuesday</strong></td>
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<td>From / To</td>
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<tr>
<td>09.00 - 09.30</td>
<td>Balfour Hospital</td>
<td>Ward round</td>
</tr>
<tr>
<td>09.00 - 12.00</td>
<td>Week 2&amp;4</td>
<td>Service development work</td>
</tr>
<tr>
<td>13.00 - 17.00</td>
<td></td>
<td>Pre-op round</td>
</tr>
<tr>
<td>Every 6 weeks</td>
<td>Aberdeen Maternity Hospital</td>
<td>Theatre list</td>
</tr>
<tr>
<td>09.00 - 16.00</td>
<td></td>
<td>Post op ward round</td>
</tr>
<tr>
<td>16.00 - 17.00</td>
<td>Aberdeen Maternity Hospital</td>
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<tr>
<td><strong>Wednesday</strong></td>
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<td>From / To</td>
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<tr>
<td>09.00 - 13.00</td>
<td>Balfour Hospital</td>
<td>Attend Gynae Oncology MDT via VC</td>
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<tr>
<td>13.00 - 17.00</td>
<td>Week 2&amp;4</td>
<td>Pre-op round</td>
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<tr>
<td>17.30 - 18.00</td>
<td>Week 1&amp;3</td>
<td>Pre-op round</td>
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<tr>
<td>09.00 - 13.00</td>
<td>Aberdeen Maternity Hospital</td>
<td>Gynae Theatre list (to be developed)</td>
</tr>
<tr>
<td>13.30 - 17.00</td>
<td></td>
<td>Post-op round</td>
</tr>
<tr>
<td>Every 6 weeks</td>
<td>Aberdeen Maternity Hospital</td>
<td>Obstetric Clinic</td>
</tr>
<tr>
<td>09.00 - 17.00</td>
<td></td>
<td>Managerial activity (committees, etc)</td>
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<tr>
<td><strong>Thursday</strong></td>
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<td>From / To</td>
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<tr>
<td>09.00 - 13.00</td>
<td>Balfour Hospital</td>
<td>Theatre with General Surgeons</td>
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<tr>
<td>14.00 - 17.00</td>
<td>Aberdeen Maternity Hospital</td>
<td>Clinical Admin</td>
</tr>
<tr>
<td>Every 6 weeks</td>
<td>Aberdeen Maternity Hospital</td>
<td>Special Interest Clinic (to be developed)</td>
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<tr>
<td>09.00 - 12:30</td>
<td>Aberdeen Maternity Hospital</td>
<td>Attend/assist in Gynae theatre</td>
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<tr>
<td>Time</td>
<td>Location</td>
<td>Activities</td>
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<tr>
<td>13:30 – 17:00</td>
<td>Balfour Hospital</td>
<td>Ward round, SPA, SPA</td>
</tr>
<tr>
<td>Friday</td>
<td>Every 6 weeks</td>
<td>Ward round, SPA, SPA</td>
</tr>
<tr>
<td>From / To</td>
<td>Aberdeen Maternity Hospital</td>
<td>Attend Neonatal Unit/Labour Ward</td>
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<tr>
<td>09.00 - 09.30</td>
<td>09.00 - 16.00</td>
<td>Travel to Orkney</td>
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<tr>
<td>09.30 - 13.00</td>
<td>16:00 –17.00</td>
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<tr>
<td>14.00 – 17.00</td>
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## PERSON SPECIFICATION

**Job Title:** Consultant Obstetrics and Gynaecology  
**Department:** Clinical Services  
**Location:** Balfour Hospital

<table>
<thead>
<tr>
<th>FACTOR</th>
<th>ESSENTIAL</th>
<th>DESIRABLE</th>
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<tbody>
<tr>
<td><strong>Qualifications</strong></td>
<td>On GMC Obstetrician/ Gynaecologist Specialist Register</td>
<td>Advanced life support accreditation</td>
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<td></td>
<td>Hold CCT or be within 6 months of obtaining it. MRCOG</td>
<td>Advanced Paediatric Life Support</td>
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<td>Maternal medicine, fetal medicine or advanced antenatal practice ATSM or equivalent</td>
<td>Neonatal resus ALSO/ MOET</td>
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<td>ATSM or equivalent in advanced labour ward practice</td>
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<tr>
<td><strong>Clinical Experience</strong></td>
<td>Experience in maternal and fetal medicine. Wide experience in gynaecological care including non surgical aspects</td>
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<td>Evidence of annual appraisal</td>
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<td></td>
<td>Able to manage complex obstetric and gynaecological clinical problems;</td>
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<tr>
<td><strong>Management and Administration Experience</strong></td>
<td>Able to work effectively within a team of midwife, medical and nurse practitioner colleagues</td>
<td>Ability to engage and communicate the benefits of organisational change to stakeholders</td>
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<td>Able to develop an acute team</td>
<td>Evidence of developing and delivering change</td>
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<td>Adaptable</td>
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<td>Open to new ideas and change</td>
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<tr>
<td><strong>Clinical Effectiveness</strong></td>
<td>Understanding of principles of governance and audit</td>
<td>Evidence of having undertaken an audit</td>
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<tr>
<td><strong>Teaching</strong></td>
<td>Experience of successfully supervising and teaching junior doctors and other staff</td>
<td>Evidence of having developed learning opportunities for others</td>
</tr>
</tbody>
</table>
| **Personal Skills/Attributes** | Leadership qualities  
Effective communicator, able to work in a multi-disciplinary team  
Ability to create and sustain relationships and motivate and influence others through their enthusiasm.  
Good inter-personal skills  
Ability to work under pressure  
Flexibility in working pattern  
Commitment to CME/CPD  
Familiarity with information technology and general computer skills  
Good time management of self and workload  
Ability to build strong relationships based on mutual trust and respect.  
Desire to innovate and improve service | Willingness to undertake additional professional responsibilities |
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<tr>
<td><strong>Other requirements</strong></td>
<td>Full UK Driving Licence and car driver</td>
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