Working for NHS Lothian
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Section 1: Introduction to Appointment

Reference Number:  EHSCP/138/2019

Job Title: Chief Nurse

Grade:  Band 8C

Location:  Waverley Court, NHS Lothian

Contract Duration:  Fixed Term for 6 Months

Hours:  37.5 per week

Closing Date:  19 June 2019

Salary Scale:  £63,570 - £74,710 per annum

Apply on-line [www.jobs.scot.nhs.uk](http://www.jobs.scot.nhs.uk)

Please note – the e-mail address you provide on the application form will be used as the primary route of communication for any further correspondence relating to this vacancy so please check your TRASH and SPAM folders. By providing your email address, you are consenting to receive correspondence relating to the recruitment process by email.

Furthermore, during the course of the whole recruitment process from application to final offer NHS Lothian may need to contact you using the phone number (land or mobile) you have provided. Below are some examples:

- by text message prior to a scheduled interview date if no confirmation of attendance has been received by email
- if an invalid email address has been provided
- in relation to finalising any offer, if an email has been unsuccessful.

This post requires the post holder to have a PVG Scheme membership/record. If the post holder is not a current PVG member for the required regulatory group (i.e. child and/or adult) then an application will need to be made to Disclosure Scotland and deemed satisfactory before they can begin in post.
## PERSON SPECIFICATION

<table>
<thead>
<tr>
<th>Section</th>
<th>Essential</th>
<th>Desirable</th>
<th>Method of Assessment</th>
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</table>
| **1. Experience** | • Recent experience in a senior managerial position within a relevant service  
• Proven experience of sound and effective leadership  
• Proven track record in developing innovative solutions in meeting organisational requirements and motivating staff to affect change through others  
• Proven analytical skills, knowledge and experience in professional development and education | • Primary Care and community hospital experience  
• Mental Health experience | Application Form  
Interview |
| **2. Qualifications and Training** | • 1st level Nurse Registration  
• Relevant Masters Degree or equivalent level of education  
• Evidence of CPD |  | Application Form  
Evidence supplied by candidate |
| **3. Knowledge** | • Understanding of the Health Care Agenda in NHS Scotland  
• Ability to represent views of the organisation at strategic, local and multi-agency level  
• Ability to represent nursing whilst considering views and needs of other professions to ensure an integrated approach  
• Knowledge of current issues affecting the nursing workforce | • Knowledge of the Primary and Community Care Agenda | Interview |
| **4. Skills** | • A proven track record in sound and effective leadership  
• Evidence of the | • Ability to contribute and influence the strategic agenda and translate | Application Form |
<table>
<thead>
<tr>
<th></th>
<th>Development of strategies and policies</th>
<th>Strategy to operational deliverables</th>
<th></th>
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<tbody>
<tr>
<td></td>
<td>• Current knowledge of the Scottish Governments strategies and policies</td>
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<td></td>
<td>• Exemplar communication skills including negotiation and influencing skills</td>
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<td></td>
<td>• Strong presentation skills</td>
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<td></td>
<td>• Team player</td>
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<tr>
<th>5. Aptitude</th>
<th>A level of English Language competency &amp; communication skills necessary to perform this role effectively</th>
<th>Application Form</th>
<th>Interview</th>
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<tr>
<td></td>
<td>• Ability to think strategically and corporately</td>
<td></td>
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<td></td>
<td>• Ability to act as a role model</td>
<td></td>
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<tr>
<td></td>
<td>• Facilitative attitude towards staff</td>
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<td></td>
<td>• Ability to reach sound decisions in a calm manner</td>
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| 6. Other eg ability to drive; flexibility | Ability to travel within the Lothian area to meet timescales |   |   |
Section 3: Job Description

1. JOB IDENTIFICATION

<table>
<thead>
<tr>
<th>Job Title:</th>
<th>Chief Nurse</th>
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<tbody>
<tr>
<td>Responsible to:</td>
<td>Chief Officer</td>
</tr>
<tr>
<td>Department:</td>
<td>IJB Executive Team</td>
</tr>
<tr>
<td>Operating Division:</td>
<td>Edinburgh Integration Joint Board/Health and Social Care Partnership</td>
</tr>
<tr>
<td>Job Reference:</td>
<td>EHSCP/138/2019</td>
</tr>
<tr>
<td>No of Job Holders:</td>
<td>1</td>
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</table>

2. JOB PURPOSE

Provide strong and focussed nursing leadership and expertise across nursing structures within the EHSCP. Be accountable for the development, delivery and implementation of professional nursing standards ensuring best practice and high standards of clinical performance are delivered across all services within Edinburgh HSCP including those services hosted by the EHSCP on behalf of NHS Lothian, South East Region and National Services Scotland.

Provide strategic direction ensuring the delivery of the nursing and wider quality agenda, this includes general nurses, district nurses, mental health nurses and learning disability nurses.

Active member of the Executive Team and Integration Joint Board, provide professional advice on all matters relating to Nursing and Community Public Health Nursing services.

Ensure that there is an appropriate Nursing Workforce to meet the health needs of the local population, including responsibility for developing, shaping and implementing nurse education and research. Ensure there are systems of assurance in place to monitor compliance with safe staffing legislation, NMC Revalidation and fitness to practise in line with NMC codes of practice.

Contribute to the clinical, financial and staff governance arrangements for the EHSCP ensuring clinical and care governance are embedded in the organisational culture and promote an environment where continuous improvement is central to all quality systems and in which a learning culture is developed and maintained.

Lead the development, implementation and governance of Public Protection arrangements for nursing in Edinburgh and represent health services in multiagency committees for Adult Protection.
3. DIMENSIONS

The Edinburgh Health and Social Care Partnership serve a population of 510,000 for its core services and 850,000 for all of Lothian for its hosted services. Some services cover the South East Region as well as national services i.e. National Brain Injury Unit.

The post is accountable and has corporate professional responsibility for the total HSCP Nursing Workforce with technical professional responsibility provided by the REAS Chief Nurse for Mental Health Nursing and the CNM for Learning Disabilities.

The current establishment for Nursing is 967.88wte

<table>
<thead>
<tr>
<th>Registered</th>
<th>Unregistered</th>
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<tbody>
<tr>
<td>District Nursing</td>
<td>266.61 WTE</td>
</tr>
<tr>
<td>Older People’s Mental Health</td>
<td>42 WTE</td>
</tr>
<tr>
<td>Community Adult Mental Health</td>
<td>68.65 WTE</td>
</tr>
<tr>
<td>Substance Misuse</td>
<td>30.31 WTE</td>
</tr>
<tr>
<td>Learning Disabilities</td>
<td>19 WTE</td>
</tr>
<tr>
<td>Hospital Based Complex Continuing Care(HBCCC)</td>
<td>115 WTE</td>
</tr>
<tr>
<td>Rehabilitation</td>
<td>100.26 WTE</td>
</tr>
<tr>
<td>Sexual Health</td>
<td>26.04 WTE</td>
</tr>
<tr>
<td>Nurse Consultants</td>
<td>2 WTE</td>
</tr>
<tr>
<td>Primary Care</td>
<td>68 WTE</td>
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</tbody>
</table>

Direct Line Management Reports

- Deputy Chief Nurse 1.0 WTE
- Clinical Nurse Manager District Nursing 2.0 WTE
- Clinical Nurse Manager Primary Care 1.0 WTE
- Quality lead 1.0 WTE
- Business and strategic support Manager 1.0 WTE

Professional Lead/Reports

- North West Hub Manager / Lead Nurse 1.0 WTE
- South East Hub Manager / Lead Nurse 1.0 WTE
- North West Cluster Manager / Lead Nurse 1.0 WTE
- South West Cluster Manager / Lead Nurse 1.0 WTE
- Mental Health and Substance Misuse 2.0 WTE
4. ORGANISATIONAL POSITION

5. ROLE OF HEALTH AND SOCIAL CARE PARTNERSHIP (HSCP)

The Integration Joint Board’s responsibility is to plan, manage and deliver community and bed based health and social care services for the population of Edinburgh. It has responsibility for managing the budgets and has the delegated authority to deliver integrated health and social care services in Edinburgh.

It will:

- Create capacity to deliver services more innovatively, effectively and efficiently involving staff in NHS Lothian, the City of Edinburgh Council, the voluntary and independent sector providers and all stakeholders.
- Shape services to meet local needs by directly influencing NHS Lothian and Council planning, priority setting and resource allocation through securing effective public, patient and carer involvement.
- Integrate health and social care services within the community and between acute hospital care and community care underpinned by service redesign and clinical networks and by appropriate contractual and financial systems.
- Work to improve health and tackle inequalities in health and promote policies that address poverty, deprivation and public protection.
- Deliver health and social care services as set out in the Strategic Commissioning Plan.
## 6. KEY RESULT AREAS

### General

1. To support City of Edinburgh and NHS Lothian values through the application of appropriate behaviours and attitudes.

### Professional

2. Act as an exemplary professional role model and be professionally responsible for the quality of all clinical services, maximising the contribution of nursing and the quality of the person experience in line with NHS Lothian Strategy whilst ensuring efficiency and effectiveness, timely and appropriate communications, and the development of positive behaviours to achieve new ways of working.

3. Corporate responsibility for the provision of assurance to the HSCP Chief Officer, the IJB Board and NHS Lothian that the HSCP meets its Corporate Governance requirements in relation to clinical performance and service delivery. Ensure Governance frameworks support a system of corporate accountability and effectiveness in health and clinical functions and in the management of staff and other resources.

4. Accountable for patients and their families receiving timely, patient-centred, safe and effective care by ensuring the provision of:
   - Assessment, care planning and evaluation
   - Provision of essential care in a way which ensures dignity and privacy
   - Documentation in line with NMC guidelines and NHS Lothian Policy
   - Compliance with Clinical Quality Indicators
   - Communication with relatives and carers

5. Support the provision of quality patient services by providing expert professional advice, linking to the identified technical professional expert as required, adding the professional Nursing dimension to discussions and decision making within the Partnership.

6. Lead the professional development of nursing and associated services within EHSCP encouraging and promoting effective clinical audit, supervision and research and development within the profession, overseeing and mentoring research activity relating to nursing and quality as a whole across the HSCP ensuring nursing contribution is maximised. Demonstrate and exemplify positive behaviours and attitudes, acting as a role model to others in developing the future nurse leaders.

7. Establish effective working relationships with NMC, NHS Education Scotland and Higher/Further Education providers to address current and future educational requirements for the profession at pre and post registration level. Responsible for ensuring development, evaluation and implementation of educational programmes and interventions to enable development of the capabilities of the nursing resource in order to advance nursing practice and development of new models of care for the future and ensuring service needs are met.
Strategic

8. Contribute as a member of the IJB Executive Team to support and develop the strategic agenda and delivery of the service.

9. Develop effective Clinical Governance arrangements for nursing to ensure safe, effective, person centred care within the Partnership.

10. Lead and identify workforce development processes and needs for nursing within the Partnership in conjunction with the IJB Executive Team and NHS Lothian Nurse Director. Professional lead for the development of nursing workforce planning including capacity building and development of new roles, recruitment and retention, training and development, staff regulation and continuing professional development and maintain continuing links with educational establishments, developing and monitoring standards for all student placements.

11. Contribute to the formulation of Nursing Strategy, Policies and Procedures within Lothian and ensure consistent application across the HSCP and that appropriate Professional Standards are adhered to, in line with the Nursing and Midwifery Council (NMC) Code.

12. Contribute to the planning, implementation and evaluation of service redesign projects including health improvement initiatives, consulting on proposals for organisational and service change and identifying the key issues for and impact on nursing services with a view to improving health status, reducing health inequalities and improving health and social care.

13. Oversee the framework for the interaction with patients, carers and general public to ensure staff, patients, clients and communities can be involved in the delivery and planning of health and social care and health improvement.

14. Undertake the lead role for HSCP on Public Protection as part of NHS Lothian Services ensuring that staff and management are supported and have the knowledge and skills to protect adults in Edinburgh.

15. Establish and maintain effective liaison internally/externally with partner agencies, patient and public representatives supporting a community development approach within the profession.

16. Play a key role in developing links across the acute and primary care interface and with partner organisations, supporting and maximising the contribution of Nurses and care provision within the Partnership.

Operational

17. Direct line management responsibility for Nursing Staff & Budgets within HBCCC, Rehabilitation, Sexual Health Services & Community Nursing requiring appropriate recruitment, appraisal, performance and other staff management processes are in place in line with Staff Governance frameworks.

18. Provide operational leadership for the EHSCP Quality hub, represent the views of the professional roles within the partnership.
19. Executive responsibility of the management of complaints and incident management. Ensuring processes are in place to meet Significant event/occurrence investigation, Duty of Candour and service improvement.

20. Provide leadership and direction to support the delivery of operational and financial targets relevant to nursing including reducing demand for supplementary staffing and in the delivery of wider targets for the HSCP through the management of hospital and hosted services nursing budgets.

21. To lead and be directly involved in audit activity linked to external assessments and unannounced inspections including preparation of site e.g. HIS, OPAH.

22. Lead the identification of priorities to reduce the risk of Healthcare Associated Infection (HAI) within all in-patient, community and social care settings within the Partnership.

7a. EQUIPMENT AND MACHINERY

- Personal computer – used to communicate through email/internet/intranet and used to compile reports presentations etc.
- Projector – used in conjunction with laptop or pc in order to deliver presentations
- Telephone – to communicate with internal and external contacts
- Mobile telephone – to provide instant access for staff contacts
- Printer – to print out documents, presentations etc

7b. SYSTEMS

- Electronic data storage – Word to produce letters, Excel to produce spreadsheets, PowerPoint to produce presentations.
- Microsoft Outlook (email) – to communicate with internal & external sources.
- Intranet/internet – to research information

8. ASSIGNMENT AND REVIEW OF WORK

The post reports to the Chief Officer, Edinburgh HSCP and is professionally accountable to the Nurse Director, NHS Lothian and is expected to operate autonomously at senior management level.

The post-holder provides professional nursing leadership to the Edinburgh HSCP, and works autonomously within broad direction given by the Chief Officer and Nurse Director, and the strategic framework provided by EHSCP, NHS Lothian and national nursing and other strategies.

There will be elements of joint accountability for the key result areas with the Clinical Director, other members of the IJB Executive Team and other professional leads e.g. Chief Social Work Officer and AHP Director. This will require strong team working and mutual identification of priorities.

Review of performance is undertaken through the agreement of performance objectives and individual performance appraisal by the Chief Officer with input from the Nurse Director for the professional aspects. Formal appraisal is undertaken annually, but more frequent informal reviews will be held on an ongoing basis.
9. DECISIONS AND JUDGEMENTS

The post holder will influence and advise on the resource allocation and spend of the total HSCP budget, this includes decisions in relation to health contribution to delayed discharge and complex care packages jointly funded by health and social work.

Judgements and recommendations are required to the Integration Joint Board, Executive Team and Executive Nurse Director and HR Director of Lothian NHS Board on policy, workforce planning and the development and redesign of services and professional roles.

Makes strategic and operational impact judgements, manages conflicting views, and reconciles professional differences of opinion.

Assessment and decision making is required on a range of human resource issues concerning staff performance, absence, staff deployment and matters which lead to disciplinary procedures.

Frequently make judgements and decisions about complex situations that require analysis, including patient involvement, patient complaints, significant adverse events and staffing issues.

Within the context of changing strategy, policy judgements and recommendations are required regarding implementation and the implications of this on service delivery.

10. MOST CHALLENGING / DIFFICULT PARTS OF THE JOB

Leading and developing a highly motivated and professionally diverse workforce of specialist and generic nursing that are able to deliver NHS Lothian's strategic objectives and services to improve the health outcomes of individuals, their families and local communities.

Ensuring the nursing contribution supports the achievement of optimal Adult protection within Edinburgh.

Managing the culture and relationship between the Local Authority and the NHS to maximize the benefits of Integration in the Health and Social Care Partnership and Integration Joint Board.

Managing relationships across Primary/Community/Social/Acute Care sectors to maintain and enhance delivery of integrated services and achieve objectives including development of joint service strategies to improve health and reduce inequalities, deliver value for money and take advantage of the opportunities presented by the HSCP.

11. COMMUNICATIONS AND RELATIONSHIPS

The post holder will manage a highly complex network of communications, both formal and informal to achieve objectives and ensure staff and stakeholders are informed and involved. There will be significant interaction within the HSCP, with the Operating Divisions across the rest of the NHS Lothian and with Edinburgh Council services in the HSCP.

The post-holder communicates on a regular basis with patients, relatives and carers on the delivery of patient care. The post-holder also liaises with the multi-disciplinary team on service needs and requirements on a daily basis. The post-holder is required to develop working relationships and communicate on a regular basis with a wide range of people both internal and external to NHS Lothian. These include:
Internal Communication

- NHS Board members
- Executive Directors
- IJB Board Members
- Other IJB, REAS and Acute Chief Nurses Members of clinical management teams
- Senior Clinical and Nursing Staff in both primary and secondary care
- Professional Leads
- Corporate Support Functions
- Staff Bank
- Trade Unions and Professional Organisations.

External Communication

- Professional links locally and nationally
- Other NHS Boards
- Scottish Government Health Department
- Scottish Ambulance Service
- Non IJB Local Authority Partners
- Patients and Carers
- General Public
- Educational Institutions.

In addition the post holder will disseminate communications from NMC and follow NMC procedures for complaints, disciplinary matters etc.

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

Physical Skills:
Standard keyboard skills
Manual handling of equipment for presentations, meetings etc

Physical Demands:
Setting up of computer equipment i.e. laptop and projector

Mental Demands:
Concentrated effort and accuracy required when reviewing management reports, clinical procedures and protocols to guide staff. This may be interrupted by more immediate demands to provide guidance and support in operational situations.
Prioritising conflicting demands within workload.
Dealing with staff conflict.
The ability to work expediently and appropriately when responding to crisis situations this can happen on a frequent basis.

**Emotional Demands**
Managing conflicting opinions.
Occasionally imparting unwelcome news to staff.
Investigation of complex / critical incidents.
Communicating with distressed/anxious/worried staff/patients/relatives on a daily basis.

**Working Conditions:**
Daily requirement to travel across Lothian.
Working within busy open plan office with constant interruptions.

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### 13. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB

Registered nurse, educated to masters level **plus** significant experience in a Senior Nurse management/leadership role.
Post registration qualification in Community Nursing is desirable although not essential. Understanding of the Health Care agenda in NHS Scotland with particular knowledge of the Primary and Community Care agenda preferable.
Highly developed interpersonal skills
Extensive experience leading the development and implementation of system wide patient experience projects and other large scale projects.
Extensive knowledge and understanding of clinical governance and quality improvements
Demonstrable experience of managing risk, complaints, governance processes and quality standards
Proven analytical skills, knowledge and experience in professional development and education.
Experience of staff and financial management.
A proven track record in developing innovative solutions in meeting organisational requirements, and motivating staff to affect change through others is essential, particularly during the initial years of establishing Health and Social Care Partnership arrangements.
Excellent communication skills are required to persuade others and negotiate the implementation of change. Strong presentation skills and to be able to express a view convincingly and coherently, verbally and in writing.

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### 14. JOB DESCRIPTION AGREEMENT

A separate job description will need to be signed off by each jobholder to whom the job description applies.

Job Holder’s Signature:  
Date:

Date:
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<th>Head of Department Signature:</th>
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Section 4: NHS Lothian Values into Action

NHS Lothian is determined to improve the way their staff works so they have developed a set of common values and ways of working which they now need to turn into everyday reality - to the benefit of everyone working in the organisation and, most importantly, to the benefit of their patients.

Our Values are:
- Quality
- Dignity and Respect
- Care and Compassion
- Openness, Honesty and Responsibility
- Teamwork

Throughout the recruitment process candidates will need to demonstrate they meet all of Our Values.

More information on Our Values can be found by clicking on the link at the bottom of our Careers website front page: www.careers.nhslothian.scot.nhs.uk

Section 5: General Information for Candidates

Data Protection Act
During the course of our activities we will collect, store and process personal information about our prospective, current and former staff. The law determines how organisations can use personal information. For further information on the type of data that is handled, what the purpose is of processing the data and where and why we share data, please see the NHS Lothian Staff Privacy Notice, found at https://www.nhslothian.scot.nhs.uk/YourRights/DataProtection/Pages/StaffPrivacyNotice.aspx.

For the purposes of this privacy notice, 'staff' includes applicants, employees, workers (including agency, casual and contracted staff), volunteers, trainees and those carrying out work experience.

Counter Fraud
NHS Lothian is under a duty to protect the public funds it administers, and to this end will use the information you have provided on your application form for the prevention and detection of fraud. It will also share this information with other bodies responsible for auditing or administering public funds for these purposes. More detail on this responsibility is on NHS Lothian’s intranet (Counter-Fraud and Theft page) and further information is available on the Audit Scotland website: www.audit-scotland.gov.uk/

References
All jobs are only offered following receipt of two satisfactory written references. At least one reference must be from your current/most recent employer, or your course tutor if you are currently a student. If you have not been employed or have been out of employment for a considerable period of time, you may give the name of someone who knows you well enough to confirm information given and to comment on your ability to do the job.
Changes to Disclosure and Rehabilitation Regime
In September 2015 the Scottish Government made changes about what conviction information needs to be disclosed. The rules are complicated, so it is important you read the guidance below as part of making your application.

NHS Scotland is exempt from the 1974 Rehabilitation of Offenders Act (Exclusions & Exceptions) (Scotland) Order 2003. As part of any offer of employment candidates will be subject to one of the following:
- For posts in regulated work – Protection of Vulnerable Groups Scheme membership
- For all other posts which are subject to a criminal conviction record check – A Police Act check
- For posts not subject to a criminal conviction record check – A self-declaration

For further information please visit our careers site: http://careers.nhslothian.scot.nhs.uk/HelpAndAdvice/Recruitmentofpeoplewithconvictions/FAQsdisclosurescotlandandselfassessmentform/Pages/default.aspx

Disclosure Scotland
Where a Police Act Disclosure or Protection of Vulnerable Groups Check is deemed necessary for a post, the successful candidate will be required to undergo an appropriate check. Further details on the Recruitment of Ex-Offenders are available on our careers webpage: http://careers.nhslothian.scot.nhs.uk/HelpAndAdvice/Recruitmentofpeoplewithconvictions/Pages/default.aspx

Work Visa
If you require a Work Visa, please seek further guidance on current immigration rules which can be found on the Home Office website: www.gov.uk/government/organisations/uk-visas-and-immigration or visit our Careers website: www.careers.nhslothian.scot.nhs.uk/pathwaysintoemployment/OverseasWorkers/Pages/default.aspx

Overseas Registration and Qualifications
NHS Lothian will check you have the necessary professional registration, where appropriate. If you require a qualification for this role but are not regulated by a professional body (e.g. NMC, GMC, HCPC etc), you will need to provide an official translation, notarised by a solicitor, of your overseas qualifications to be checked by the recruiting manager. Please ensure that this is available before applying for this post.

Job Interview Guarantee Scheme
As a Disability Symbol user we recognise the contribution that all individuals can make to the organisation regardless of their abilities. As part of our ongoing commitment to extending employment opportunities, all applicants who are disabled and who meet the minimum criteria expressed in the job description will be guaranteed an interview.

Terms and Conditions
For an overview of our Agenda for Change terms and conditions please click on this link: www.msg.scot.nhs.uk/pay/agenda-for-change

Travel Expenses
Travel expenses are not normally reimbursed for interviews, if you are selected for interview and wish to enquire about the possibility of being reimbursed then the request should be directed to the recruiting manager or interview panel chair.
**Application Form Completion**
The purpose of an application form is to help evidence that the applicant has all the requirements applicable to carry out the job applied for. (7500 is the character limit for statement in support of application.)

Once in receipt of the application pack it is essential to read both the job description and person specification to gain a full understanding of what the job entails and the minimum criteria required.

Please note for equal opportunity purposes NHS Lothian do not accept CV’s as a form of application.

For general help and advice on how to complete an application form please visit our careers website:
www.careers.nhslothian.scot.nhs.uk/HelpAndAdvice/ApplyingForPosts/Pages/default.aspx

**NHS Staff Benefits**
As a staff member in NHS Lothian, you will have access to a wide variety of offers and discounts from local and national businesses. For more information and to view these discounts, visit www.nhsstaffbenefits.co.uk - new offers are added on a weekly basis.

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**Section 6: Working in Edinburgh and the Lothians**

NHS Lothian offers excellent career prospects and a wide range of job opportunities for potential employees. It employs approximately 24,000 staff and offers training and development opportunities as well as excellent staff benefits.

The information provided below aims to help support and guide both prospective applicants and new employees unfamiliar with Edinburgh and the Lothians.

**Edinburgh and the Lothians**
Edinburgh and the Lothians are on the eastern side of Scotland’s central belt in the heart of the country. Four main areas make up Edinburgh and the Lothians – Edinburgh, East, Mid and West Lothian.

NHS Lothian serves a population of approximately 850,000 people living in and around Edinburgh, Scotland’s historic capital city. The geographical area known as Lothian region covers 700 square miles, comprising the City of Edinburgh, Midlothian, East Lothian and West Lothian.

It is a region of exceptional beauty and contrast, from the splendour of Edinburgh to the beauty and variety of the hills, countryside and coastline. The nearest major town outside of Edinburgh is Livingston, a thriving location in the heart of West Lothian. As well as many sites of historic interest, the region boasts a host of recreational activities for all ages.

For further information on relocating to Edinburgh please visit our careers website: www.careers.nhslothian.scot.nhs.uk/AboutNHSLothian/Location/RelocatingToLothian/Pages/default.aspx
Section 7: Workplace Equality Monitoring

NHS Lothian is committed to supporting and promoting dignity at work by creating an inclusive working environment. We believe that all staff should be able to fulfil their potential in a workplace free from discrimination and harassment where diverse skills, perspectives and backgrounds are valued.

In order to measure and monitor our performance as an equal opportunities employer, it is important that we collect, store and analyse data about staff. Personal, confidential information will be collected and used to help us to understand the make-up of our workforce which will enable us to make comparisons locally, regionally and nationally.

Section 8: Equal Opportunities Policy Statement

NHS Lothian considers that it has an important role to play as a major employer and provider of services in Lothian and accepts its obligations both legal and moral by stating commitment to the promotion of equal opportunities and elimination of discrimination.

The objectives of its policy are that no person or employee receives less favourable treatment on the grounds of sex, disability, marital status, age, race (including colour, nationality, ethnic or national origin), creed, sexuality, responsibility for dependants, political party or trade union membership or activity, HIV/AIDS status or is disadvantaged by conditions or requirements which cannot be shown to be justifiable.

Our Equal Opportunities in Employment policy can be viewed on our careers website: [www.careers.nhslothian.scot.nhs.uk/AboutNHSLothian/EqualOpportunities/Pages/default.aspx](http://www.careers.nhslothian.scot.nhs.uk/AboutNHSLothian/EqualOpportunities/Pages/default.aspx)

Section 9: Code of Conduct for Healthcare Support Workers

If this post is a healthcare support worker position the post holder will need to follow the Code of Conduct for Healthcare Support Workers. A Healthcare Support Worker is defined as any healthcare worker working within NHS Scotland who is not currently statutorily regulated or in a role that has been recommended for statutory regulation by the Government.

The Code of Conduct sets the standard of conduct expected of healthcare support workers and adult social care workers. It outlines the behaviour and attitudes that you should expect to experience from those workers signed up to the code. It helps them to provide safe, compassionate care and support.