

Specialist Doctor in Palliative Medicine Job Description

This Specialist Doctor in Palliative Medicine post is an exciting opportunity, for the right person, for further career progression for experienced and competent SAS grade doctors as part of the new 2021 SAS Contract, and will provide enhanced clinical leadership to St Barnabas House

The post holder will provide senior clinical input alongside the existing consultant during normal working hours with inclusion on the 2nd oncall rota. The post holder will be predominantly based on the inpatient unit or in the community depending on service need. It is expected that the post holder will rotate between these areas and also provide cross cover when required.

St Barnabas Hospices (Sussex) Ltd is a well-established charity founded in 1973. It provides specialist palliative care for adults with advanced malignant and non-malignant diseases through St Barnabas House hospice, and palliative care for children and young adults with life limiting illness through Chestnut Tree House hospice.

1. General Details

Title:	Specialist Doctor in Palliative Medicine
Site:	St Barnabas House
Prime responsibility:	<p>Provision of medical care within the hospice inpatient unit and for patients under the care of the community palliative care team.</p> <p>The post holder will be expected to work, without direct supervision at all times and provide senior clinical support to junior medical colleagues, clinical nurse specialists and the Hospice at home team.</p>
Accountable to:	Director of Adult Services
Reports to:	Consultant
Terms and Conditions:	National Specialist Grade
Tenure:	Substantive
New or Replacement:	New
Contracted Hours:	Whole time appointment with a work commitment of 6-10 PAs per week with inclusion on 2 nd on-call rota which is currently a 1 in 6

2. Personal Specifications

<u>REQUIREMENTS</u>	<u>ESSENTIAL</u>	<u>DESIRABLE</u>
Qualifications	<ul style="list-style-type: none"> ▪ MBBS or equivalent ▪ Full GMC registration with a license to practice ▪ Shall meet the criteria set out in the Specialist Grade Generic Capabilities 	<ul style="list-style-type: none"> ▪ Possession of MRCP/MRCGP Postgraduate Qualification or equivalent ▪ Specialty certificate examination in Palliative Medicine ▪ Additional higher medical / scientific degree relevant to the specialty
Clinical Experience	<ul style="list-style-type: none"> ▪ A minimum of 12 years full time postgraduate training (or equivalent gained either part time or through Less Than Full Time Training) since obtaining a primary medical qualification. ▪ A minimum of 6 years' experience in the Specialty Doctor/SAS Grade or equivalent in Palliative Medicine specialty or similar experience. ▪ Evidence of independent clinical practice in Palliative Medicine 	Experience of using USS
Professional Values, Behaviours, Skills & Knowledge	<ul style="list-style-type: none"> ▪ Practises with values & behaviours expected of all doctors as set out in GMC Good Medical Practice and the Generic Professional Capabilities Framework ▪ Demonstrates underpinning subject specific competences relevant to the role setting and scope ▪ Clinically evaluates patient, formulating a prioritised differential diagnosis, management plan adjusting depending on the outcomes of treatment ▪ 	
Management & Administrative Experience	<ul style="list-style-type: none"> ▪ Ability to manage the difficulties of dealing with complexities and uncertainty in the care of patients; employing expertise and clinical decision-making skills of a senior and independent practitioner ▪ Ability & willingness to work within the St Barnabas Hospice performance framework & targets. ▪ Commitment to Continuing Professional Development & the requirements of clinical governance. ▪ Ability to encourage & consolidate service development including use of protocols & guidelines. ▪ Understands how to raise concerns about the behaviour or performance of any learner who is under their clinical supervision (leadership) 	<ul style="list-style-type: none"> ▪ Attended a management/ leadership course

Education & Teaching Experience	<ul style="list-style-type: none"> ▪ Experience of & commitment to teaching undergraduates & postgraduates ▪ Experience of supervising trainees. ▪ Ability to & experience of teaching clinical skills in order to create effective teaching and learning opportunities ▪ Promotes and participates in individual and team learning, supporting multidisciplinary learning 	<ul style="list-style-type: none"> ▪ Specific teaching qualification ▪ Experience of teaching basic clinical skills to under-graduates ▪ Attended a recognised teaching training course / accredited as clinical supervisor
Audit / Research Experience	<ul style="list-style-type: none"> ▪ Experience of & commitment to clinical audit ▪ Ability to assess & apply evidence based research into every day clinical practice. ▪ Willingness to participate in research ▪ Ability to supervise audit 	
Communication	<ul style="list-style-type: none"> ▪ Ability to communicate effectively with patients, carers, professional colleagues & other staff promoting a person-centred approach to their care. ▪ Experience of formal presentations ▪ Evidence of ability to work as part of a MDT, sharing administration duties. ▪ Ability to direct & motivate team members and develop effective relationships across teams ▪ Ability to ensure confidentiality and appropriate communications where potentially difficult barriers exist and adjust communications as necessary 	
Personal Qualities	<ul style="list-style-type: none"> ▪ Caring attitude to patients & carers. ▪ Personal integrity & reliability. ▪ Enquiring critical approach to work. ▪ Leadership skills; understands a range of leadership principles, approaches and techniques so can adapt to improve engagement and outcomes ▪ Ability to manage situations that are unfamiliar or complex and seeking to build collaboration with and confidence in others. ▪ Willingness to learn new skills ▪ Critically evaluates on own competence, understands own limits and seeks help when required ▪ Negotiating & influencing skills. ▪ Willingness to innovate & develop new methods. ▪ Demonstrates a positive attitude ▪ Ability to cope with difficult and demanding situations ▪ Willingness to undertake additional professional responsibilities at local level 	<ul style="list-style-type: none"> ▪ Willingness to undertake additional professional responsibilities at regional or national levels

Other	<ul style="list-style-type: none"> ▪ Eligible to reside & work in the UK ▪ Must be able to provide own transport to/from the hospice for on call purposes ▪ UK driving licence and access to a car for home visits (travel expenses will be paid) ▪ Adheres to professional requirements, participating in appraisal, job planning and reviews of performance ▪ Willingness to undertake additional training and certification in line with listed desirable specifications 	
--------------	--	--

Main areas of responsibility	
Key Accountabilities	Tasks
Clinical	<p>Tasks will vary between settings but may include:</p> <ul style="list-style-type: none"> • To assist in the provision of senior medical support, alongside consultant colleagues, and supervision to the hospice Specialist Community Team, advising on aspects of patient management, promoting evidence-based practice, and attending community meetings as appropriate. • To assist in the provision of senior medical leadership on IPU – leading ward rounds and contributing to MDT meetings, formulating appropriate management plans allowing for all proper delegation to & training of junior medical staff or other members of the MDT. • To undertake new patient and review assessments of community patients where medical input is felt to be necessary due to complexity, continuity or workforce management – both in clinic and in patients own home. • To undertake admission, assessment and review of in-patients when service requires. • Provision of cover for consultant colleagues during reasonable periods of leave including care of patients & supervision of doctors in training.
On-call	<ul style="list-style-type: none"> • The on-call commitment is predominantly second on-call – first on-call cover for the inpatient unit is only in exceptional circumstances (e.g. periods of unexpected sickness and no other junior doctor able to cover). • The St Barnabas consultants currently participate in a shared on-call rota alongside the consultants from St Wilfrid's Hospice Chichester. The second on call consultant is available to give advice to the first on call junior doctor at St Barnabas House or St Wilfrid's Hospice and although this is usually telephone advice, in exceptional circumstances there may be a requirement to attend either

	<p>hospice.</p> <ul style="list-style-type: none"> • The second on-call consultant also provides telephone advice only to the ECHO EOL hub – this hub takes calls from community patients in the Coastal West Sussex CCG catchment area or from staff at USHFT, and is manned by trained nurses. • This service is supported by a CNS on call as well as the consultant on-call. There is no expectation that the on-call consultant would do community or hospital visits when on call. The shared consultant rota is currently 1 in 6 weeks, and is categorised as Category B – 5% and is remunerated at 0.66 PA per week.
Communication	<ul style="list-style-type: none"> • To provide patients and carers with relevant information appropriate to their needs. • To communicate with and refer appropriately to other members of the multi disciplinary team. • To participate in the weekly Multidisciplinary team meetings • To liaise with the ward nursing team, obtaining daily reports on patients and communicating management plans • To attend the daily community huddle to discuss patients of concern and allocate work • To liaise with other external Health Professionals involved in the patients care i.e. General Practitioners, District Nurses, Consultants, Oncologists, Nurse Specialists etc. • To sensitively discuss patient care with patients, carers and relatives with the consent of the patient. • To document appropriately, professionally and concisely in medical records
Administrative	<ul style="list-style-type: none"> • To undertake administrative duties associated with the care of patients and smooth running of the department • To be responsible for organising time and prioritising workload.
Teaching and training	<ul style="list-style-type: none"> • Active participation with in-house educational meetings • Active participation in delivering teaching, including medical student teaching. • Support for CNS undertaking prescribing and examination qualifications • Participation in the clinical supervision, training & management of junior medical staff, carrying out teaching, assessment & accreditation duties as required & contributing to postgraduate & CPD activity locally & nationally as appropriate. • To participate in the direct line management of the non-training grade hospice doctors, meeting with them regularly, undertaking their annual reviews and their performance, setting their objectives and job plans. • To develop and maintain own knowledge and skills in

	palliative care, maintaining own requirements for Continuous Professional Development and 'Good Medical Practice' as defined by the General Medical Council.
Audit and research	<ul style="list-style-type: none"> To participate in clinical and other service audits and developments with the aim of ensuring a high standard of patient care and to encourage and support other staff undertaking audits. To be involved in research within the hospice, working to encourage, support and disseminate research projects throughout the hospice.
Clinical Governance	<ul style="list-style-type: none"> To contribute to the requirements of Clinical Governance within the Hospice. To contribute to the development of policies and clinical guidelines within the organisation, using an evidence-based approach
Other	<p>Commitment to taking part in annual appraisal process which will be undertaken by an approved appraiser</p> <p>Responsible for maintaining awareness of & acting in accordance with professional guidelines such as "Duties of a Doctor", "Good Medical Practice", & the "GMC Performance Procedures" and work within the boundaries of St Barnabas policies.</p>

Decisions / Recommendations
<p>To make day to day and longer term decisions regarding patient management.</p> <p>The job involves communication with a broad range of internal and external healthcare professionals</p>

Dimensions and limits of authority / influence
<p>Delegated responsibility for patients care, including undertaking identified specific interventions.</p> <p>Provide senior medical support, working without direct supervision.</p> <p>Responsible for knowing own limitations and when to seek advice/help</p>

Allocation / checking of work
<p>Job involves initiating own activities, managing time and priorities.</p> <p>Working in collaboration with consultants, senior colleagues from other areas and the clinical director</p>

Physical effort
<p>Minimal physical effort, required for examination of patients.</p> <p>Mentally tiring due to prolonged episodes of listening and providing support for patients/carers</p>

Working conditions / environment

Routinely exposed to patients with potential infections, infected linen and body fluids.
Some exposure to hazardous substances including medical gases and medications.
Recognised protective clothing including aprons and gloves to be worn as required.
Daily contact with distressed patients, carers and relatives requiring a high level of emotional support.
Constant involvement with the dying process and death.

OTHER DUTIES

To undertake any other duty within your ability and within reason, as may be required from time to time, at the direction of your line manager.

ASSISTANCE

The Hospice has the advantage of being supported by a number of volunteers. If a volunteer is assigned to assist you at any time, you will still retain responsibility for the requirements of this job in terms of accuracy, efficiency and standards of completion. You will also ensure good communication and be mindful of your responsibility towards that volunteer in terms of Health and Safety.

CONFIDENTIALITY

You should be aware of the confidential nature of the Hospice environment and/or your role. Any matters of a confidential nature, relating to patients, carers, relatives, staff or volunteers must not be divulged to any unauthorised person.

DATA PROTECTION

You should make yourself aware of the requirements of the Data Protection Act and follow local codes of practice to ensure appropriate action is taken to safeguard confidential information.

HEALTH AND SAFETY

You are required to take reasonable care for your own health and safety and that of others who may be affected by your acts or omissions and you should ensure that statutory regulations, policies, codes of practice and safety and good house-keeping rules are adhered to, attending safety and fire lectures as required.

SAFEGUARDING

All staff and volunteers are required to be aware of and adhere to St Barnabas Hospices' safeguarding policies and attend the appropriate training as and when necessary.

Job Plan

A job plan will be agreed between the appointee & their consultant colleague/s on behalf of the Clinical Director.

The duties will be subject to review from time to time in light of the changing requirements of the service. If alterations to the duties are required these will be mutually agreed between the appointee & their consultant colleagues with the approval of the Clinical Director.

All job plans are reviewed annually following team & individual job planning meetings. The appointee will be expected to participate in this.

The job plan is a prospective agreement setting out the duties, responsibilities & objectives for the coming year. It covers all aspects of professional practice including clinical work, teaching, research, education & managerial responsibilities. It provides a clear schedule of commitments both internal & external. In addition, it includes personal objectives, including details of their link to wider service objectives & details of the support required by the consultant to fulfil the job plan & objectives. This Job Description is not intended to be restrictive and should be taken as the current representation of the nature of the duties involved in your job and needs to be flexible to cope with the changing needs of the job and the Hospice.

The provisional job plan below is on average 10 programmed activities per week. It is recognised that the balance of the job plan will need to be discussed with the appointee. Less than fulltime applications will be considered.

All full-time appointments commence with a job plan PA allocation of a minimum of 1 SPA. It is anticipated the activities carried out during SPA time may change from year to year therefore the PA split will be reviewed annually in the job planning round. Where an increase in SPAs is agreed, the activity carried out in SPA time and its location will be included in the job plan along with clear objectives. Within the available SPAs, it is recognised that the appointee should devote appropriate time to consolidating their specialty interests and developing the service. The needs of the individual will be given due consideration within the job plan to meet these aims.

Provisional Weekly Timetable.

The below timetable is just purely illustrative.

Working pattern 9am to 5pm

	Mon	Tues	Weds	Thurs	Fri
	CPCT huddle/ patients of concern	Duty doctor for community	SPA	SPA - Governance meeting/ education meeting	Duty doctor for community
AM	1.0	1.0	1.0	1.0	1.0
	Duty doctor	Living Well clinic	Community clinic/visits	Community clinic/visits	Duty doctor for community
PM	1.0	1.0	1.0	1.0	1.0

Study & Training

The appointee is expected to participate in professional continuing medical education; study leave is provided for this purpose. Study leave allocation is 30 days over a three year period. Successful candidates would be expected to gain their SCE in palliative medicine within 2 years of starting in post. We would aim to support the educational needs of doctors pursuing CESR in the future.

Annual leave

32 days per year pro rata

BACKGROUND INFORMATION

ST BARNABAS HOUSE

St Barnabas House provides specialist palliative care to adults in the Worthing, Adur, Arun and Henfield areas through a range of services. Clinical facilities include a 20-bedded Inpatient Unit (variable occupancy) with a nurse to patient ratio of 1 to 4/5. Day Services follow a therapies-led Living Well model and access to intravenous treatments - blood, iron and bisphosphonate infusions. The Community Team consists of the Clinical Nurse Specialists offering a 7-day service to patients using a corporate caseload model. The team includes Clinical Nurse Specialist with a special interest in supporting patients who are suffering from life limiting cardiac and respiratory disease. There is also a Hospice at Home Team including a visiting night nurse providing support and assistance to patients who wish to be cared for at home and to facilitate rapid discharge from hospital. The Family Services Support Team provides specialist psychology, psychosocial, spiritual and emotional support to patients and their carers. There are physiotherapy, occupational therapy and complementary therapy services. Pathology and radiological investigations are also accessed through University Sussex Hospitals trust.

We are innovative and proactive organisation always looking to make improvements to patient care. We have good working relationships across the primary and secondary care and with local commissioners. We are a research active hospice and are involved in a number of national and local research projects.

This is a new post to join the existing medical team which consists of two part-time Consultants, a Specialist Registrar from the London Deanery Speciality Training Programme, two Speciality Doctors, a Hospice Doctor and an Internal Medical Trainee (from the Worthing Hospital Training Programme).

CHESTNUT TREE HOUSE

Chestnut Tree House is situated approximately 3 miles away from St Barnabas House. It provides care for children and young adults with life limiting conditions from the whole of Sussex. The majority of the work is respite care and services include inpatient, community and day care. Medical cover is separate to that of St Barnabas House and you will not be expected to contribute.

ST BARNABAS HOSPICES INFRASTRUCTURE

St Barnabas House and Chestnut Tree House are two separate services provided by the one charity of St Barnabas Hospices Ltd.

All non-clinical departments and the Senior Management Team are based at St Barnabas House and overarch both services. The departments include Human Resources, Facilities, Fundraising, Retail, Finance and general administration.

The Clinical Governance framework encompasses both hospices, providing opportunities for overarching policy development where appropriate.

University Sussex NHS Foundation Trust

University Sussex NHS Foundation Trust (USHFT) comprises of five hospitals with acute beds, Worthing General Hospital, St Richards Hospital in Chichester, Royal Sussex County Hospital in Brighton, the Princess Royal Hospital and the Royal Alexandra Children's hospital. The hospitals provide a full range of district general services. There is also a smaller outpatient and ophthalmology facility at Southlands Hospital in Shoreham.

The Hospital Palliative Care Team is a well-established cross trust team covering Chichester and Worthing with a separate service at Brighton. The Hospital palliative care team at Worthing work closely with St Barnabas House, as well as with the Trust acute oncology team and site specific Macmillan Cancer Nurse Specialists. There are no palliative care beds within the Acute Trust, as the service is purely advisory. Dr Ford-Dunn is the Lead Consultant for Palliative Medicine at Worthing General Hospital.

ECHO End of Life Care Hub – Sussex Community NHS Trust

The ECHO end of life hub provides a 24 hour helpline for patients thought to be in the last year of life, who are registered with the service, and is the host of the locality Electronic Palliative Care Coordination System. The hub is a collaborative venture supported by the West Sussex hospices (St Barnabas House, St Wilfrids Hospice Chichester and the Midhurst Macmillan Service), who provide specialist CNS and consultant support.

CLINICAL COMMISSIONING GROUPS (CCG's)

St Barnabas falls within the remit of Coastal West Sussex CCG. The hospice is the main provider of adult specialist palliative care within this CCG. West Sussex CCG is part of the wider Sussex NHS Clinically Effective Commissioning (CEC) initiative which aims to improve the effectiveness and value for money of health care services by ensuring that commissioning decisions across the region are:

- Consistent
- Reflect best clinical practice
- Are in line with the latest clinical evidence
- Represent the most sensible use of limited resources

Currently St Barnabas receives a contribution of approximately 20% of its operating costs from the CCG but it is likely that funding streams will change going forward.