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Health Board



# Care of the Elderly Consultant

Job Pack

# INTEGRATED DEPARTMENT OF MEDICINE FOR OLDER PEOPLE

## FOUR CONSULTANT PHYSICIANS in GERIATRIC MEDICINE

We have exciting and ambitious plans for our Care of the Elderly services, spanning a wide range of hospital and community services, and all aimed at providing high quality, compassionate care.

### Background

The population served by Swansea Bay is ageing and the prevalence of frailty is increasing. This demand this places on the health and social care system is one of our biggest challenges, but one we are determined to meet. We need the right calibre of people to join our growing team and help us do this.

**As a health board in Wales, primary, community and hospital services are all within our one organisation and this makes developing and delivering services so much better.**

We are building an Integrated Department of Medicine for Older People which aims to:

- Support older people to live well in the community, including management of complex co-morbidities, dementia and frailty
- Provide rapid support close to home at times of crisis
- Deliver good acute hospital care when needed
- Offer high quality rehabilitation and re-ablement after acute illness or injury including good discharge planning and support
- Offer choice, control and support toward end of life

### How are we planning to do this?

Comprehensive geriatric assessment is the gold standard for assessing older people living with frailty and leads to better outcomes for patients.

Optimal outcomes are only achieved when community health and social care services and hospital systems are fully aligned, well-coordinated and integrated, and this is at the heart of our growing service.

Community-based care is key, and we are working in collaboration with primary care and community services to support older people to live well in their own homes, and that means an expansion of virtual wards.

We have Primary Care Clusters – groups of geographically close GP surgeries working in teams with other primary care services. They will coordinate a range of services to support their older patients to enjoy improved health and wellbeing, reduce the risk of them being admitted to hospital and support early discharge from hospital if they do go in.

Older people should be kept out of hospital unless they need acute services, so Same Day Emergency Care via our Acute Clinical Teams, and Ambulatory Emergency Care Unit are designed to support this.

We have also set up:

- **Acute Frailty Services** based in the Emergency Department and on the Acute Medical Unit
- **Inpatient Geriatric Medicine**
- **Ortho-geriatrics and Perioperative medicine for Older People** undergoing emergency surgery

This is just a quick taster of what we're doing, but if you're the right fit for our team you'll recognise we're aiming for the gold standard of caring for older people.

Swansea Bay is also a fantastic place to live. We have stunning beaches, and our breathtaking Gower Peninsular was the UK's first designated Area of Outstanding Natural Beauty. You can enjoy all the benefits of a city life, but with the ocean - and the majestic Brecon Beacon mountains - right on your doorstep.

Plus, living here is so affordable. The average price of a four-bedroom home is under £300,000.

So this is a really exciting time to be joining Swansea Bay University Health Board's Care of the Elderly service.

If you want to find out more about our plans, please log into <https://swanseabay.nhs.wales/working-for-us/jobs/elderly-care/> where you will be able to find further information and watch our series of videos.

**Or alternatively you can scan the following QR codes to down load and watch on your device:**

**English**



**Welsh**



## **JOB DESCRIPTION**

### **INTRODUCTION**

We expect everyone that works for the Health Board, regardless of their role, to share and uphold our values in all that they do:

**Caring for each other**, in every human contact in all of our communities and each of our hospitals

**Working together**, as patients, families, carers, staff and communities so that we always put patients first

**Always improving**, so that we are at our best for every patient and for each other

### **Job Summary**

We are looking for four dynamic, visionary and hardworking consultants committed to improving the care of older people in Swansea and Neath Port Talbot.

Swansea Bay University Health Board is transforming its acute medical services. These new posts will help deliver a new model of integrated care for older people within Swansea Bay University Health Board.

You will be joining a team of Consultants in Swansea responsible for the provision of geriatric medical services to the Health Board.

These posts will be based in Singleton and Morriston Hospitals; however, you will each have four dedicated community sessions working as the “Cluster Geriatrician” within one of the Health Boards eight GP clusters.

You will have clinical responsibilities, supported by junior doctors, for the care of acutely unwell older people living with frailty on a dedicated care of the elderly ward.

You will share responsibility with the existing consultants to deliver the acute frailty services. On a rotational basis, you will lead a multidisciplinary team assessing older people admitted to a dedicated acute frailty unit within the acute medical assessment unit.

You will also contribute to the acute medical intake on a 1:14 basis.

The post will contribute to hot clinic provision in a new ambulatory care unit and there is the opportunity to have a session to develop a relevant special interest.

The person appointed will have broad training in Geriatric Medicine and General (Internal) Medicine and have experience of multidisciplinary working in acute and rehabilitation settings. The appointee will be capable of managing the range of medical problems that occur within the setting of a general hospital and an understanding of older people living with frailty in the community. The appointee must be an effective team player and will be flexible in approaching new ways of working.

Applicants must have MRCP (UK) (or equivalent specialist qualification) and hold a Certificate of Completion of Training (CCT) in Geriatric Medicine and General Internal Medicine, or be within six months of award of CCT, or equivalent by date of interview.

Applicants must also be on the Specialist Register of the General Medical Council (UK) with a licence to practice (or be eligible for full and specialist registration within six months of interview).

## **Department of Medicine and Medicine for Older People in Swansea**

Swansea University Health Board serves a population of 390,000 in Swansea, Neath Port Talbot and part of South Powys. Approximately 80,000 are over 65 years of age.

The Health Board is organised into four Delivery Groups (Primary, Community and Therapies, Morriston Hospital, Singleton and Neath Port Talbot Hospitals and Mental Health and Learning Disabilities). Each group has its own management teams.

In November 2021, the Health Boards two acute medicine intakes in Morriston and Singleton Hospitals will merge into a single medical take at Morriston Hospital which will then be the hospital base for all consultant general medical staff. Currently Singleton accepts all GP referred patients and Morriston admits patients primarily from the emergency department.

The Clinical Directors for Medicine are Dr Chris Hudson (Singleton) and Dr Manju Krishnan (Morriston). The Clinical Director for intermediate care and older people strategy (Primary, Community and Therapies Group) is Dr Rhodri Edwards, Consultant Geriatrician.

## **Integrated Medicine for Older People**

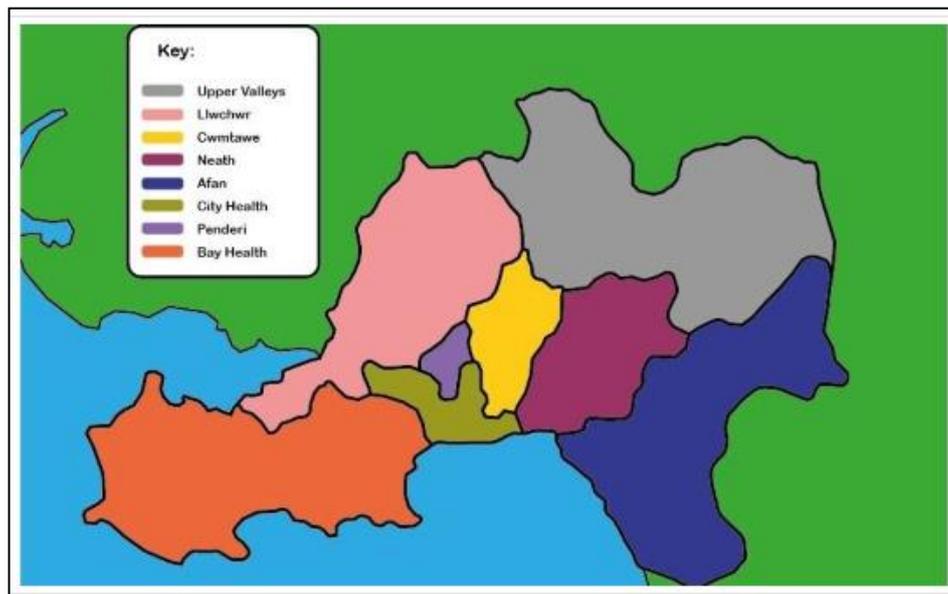
The integrated department of medicine for older people will deliver care for older people across acute hospital and community settings. The new clinical service model will deliver comprehensive geriatric assessment in a number of areas including:

- GP Clusters supporting virtual wards.
- Acute Clinical Teams based in the community
- Acute Frailty Services including
  - An Emergency Frailty Unit (EMU) based within the A&E department at Morriston Hospital
  - An Acute Frailty Unit (AFU) based within the medical unit
- Inpatient geriatric wards at Morriston Hospital
- Orthogeriatric Medicine
- Perioperative Medicine for Older People undergoing surgery
- Rehabilitation/Intermediate care beds based at Singleton, Neath Port Talbot and Gorseinon Hospitals

## Cluster Geriatricians and Community Geriatrics

The department is working with the Primary Care and Community Service Delivery Group to develop the use of a virtual ward model to support the care of older patients in the community.

GP clusters are groups of GP practices working together. SBUHB has currently three established virtual wards in Upper Valley, Neath and Cwmtawe clusters.



## GP Clusters in Swansea and Neath Port Talbot

Each virtual ward comprises a multidisciplinary team including nursing staff, pharmacy, social work, physiotherapy, occupational therapy, mental health, palliative care and the voluntary sector.

GP practices will identify older people living with frailty via the electronic frailty index (e-FI).

The virtual wards will target patients who are at high risk of future unplanned hospitalisation who are likely to respond to multidisciplinary intervention in the community to avoid admission. This will include proactive management of co-morbidities and chronic conditions, a strong focus on falls prevention and management at a cluster level, chronic conditions management and advanced care planning.

The virtual wards also focus on managing patients at critical transitions of care specifically following a recent hospital discharge.

Virtual wards will have access to the Acute Clinical Teams in Swansea and Neath Port Talbot to step up care and avoid admission where appropriate. Virtual wards will be attended by all existing community teams, social care and third sector services to ensure multi-professional care approach for each patient.

## Community Teams

The Primary and Community Delivery Group manage the Acute Clinical Team (ACT) although it has close links with the acute frailty services and virtual wards. The Clinical Director for Intermediate Care and Older People Strategy provides medical oversight and leadership to the ACT.

The ACT team provides medical advice, assessment and management for a broad range of acute medical problems or acute exacerbations of chronic medical problems that would have otherwise needed hospital admission. This Consultant led service is based in Cimla Health Centre in Neath Port Talbot and Bonymaen Clinic in Swansea.

Acute Clinical Teams and General Practice closely liaise with Community Resource Teams (CRT) a multidisciplinary therapy service offering rehabilitation, admission avoidance and discharge support and District Nursing Services to ensure seamless transfer of care within the community setting. The Health Board is working with the local authority via the regional partnership board to transform hospital discharge pathways via the Home First Programme.

## Acute Frailty Services

Swansea Bay University Health Board admits approximately 250 people aged over 75 each week and around 100 patients over the age of 85. 60% of admissions are Swansea resident, 30% are Neath Port Talbot residents and 10% are from other local authorities.

The redesign of acute frailty services will build on the successful work of the Older People's Assessment Service (OPAS) in A&E at Morriston and the Integrated Care for Older People (iCOP) team in Singleton.

Our new acute frailty model will deliver holistic multidisciplinary comprehensive geriatric assessment (CGA) **12 hours per day and 7 days per week** via

- an **Emergency Frailty Unit (EMU)** based in the Emergency Department
- an **Acute Frailty Unit (AFU)** based in the Acute Medical Assessment Unit

The Emergency Frailty Unit (EMU) is a front door service based in the Emergency Department at Morriston Hospital. The aim of the service is to provide multi-disciplinary care and comprehensive geriatric assessment to frail elderly patients following an emergency presentation to hospital. The team support front door management of frail elderly patients with a targeted focus on pathway management for falls patients (43% of patients admitted to the service present with falls).

The Acute Frailty Unit (AFU) aims to provide comprehensive geriatric assessment for older people admitted to the acute medical assessment unit. The multidisciplinary team includes an advanced nurse practitioner, physicians associate, occupational therapist, physiotherapist, therapy technician, pharmacist and pharmacy technician. The team will manage ~ 15 frail older people admitted to the acute medical unit and create a multi-disciplinary plan for the patients' treatment and rehabilitation. There is a strong emphasis on early supportive discharge accessing appropriate community services, medicines management, advanced care planning and clear communication at the transitions of care.

Since September 2018, the acute frailty team has provided 1,697 patients comprehensive geriatric assessment on the Singleton Assessment Unit. The average age of patients was 85 and over half the patients assessed had a Rockwood frailty score of 7 or above indicating severe frailty. 40% of patients assessed were discharge from the assessment unit.

The team were nominated for the Health Boards Quality Improvement Award in 2019.

## **Inpatient Medicine**

The consultant geriatricians will share responsibility for managing acute in patient care and rehabilitation of older people requiring a longer inpatient stay. This will be delivered on dedicated medicine of older people wards with a multidisciplinary team offering inpatient CGA.

The Consultants undertake daily board rounds and consultant reviews of new patients. Whilst covering the inpatient wards each consultant will be responsible for the care of ~ 15 patients.

## **Outpatient Medicine and Ambulatory Care**

The Consultants provide four outpatient clinics per week with “hot clinic” sessions providing urgent comprehensive geriatric assessment. The service saw 304 new and 529 follow up patients in 2019-20.

The clinics will usually see 6 patients comprising of 3 new patients and 3 follow up patients.

The Consultants are leading on developing the Health Boards plans for an ambulatory care centre. This service will provide a unique service to patients delivering care closer to home, offering rapid access to diagnostic and therapeutic interventions as well as taking advantage of the comprehensive community teams within the Health Board.

## **Rehabilitation Medicine**

Rehabilitation wards at Singleton and Neath Port Talbot provide bed based re-ablement and rehabilitation as well as complex discharge planning. This includes patients on the stroke and ortho-geriatric pathway.

## **Older Peoples Clinical Redesign**

The Health Board has a clinical strategy: the Clinical Service Plan. Within that the Urgent and Emergency Care (UEC) Programme is redeveloping acute care with a particular focus on supporting care of frail older patients. The Older Peoples Clinical Redesign Group is responsible for refining a single frailty pathway as part of this work. The UEC programme is split into two elements with a key aim of developing an integrated pathway for older patients across the Health Board.

- Acute Medical Services Redesign Step Up Step Down
- Focusing on the interface between primary and community care and hospital admissions
- Acute Medical Services Redesign Front Door

- Focusing on acute care for all medical patients

All the Consultants in Geriatric Medicine are members of the Older Peoples Clinical Redesign Group and contribute to the development of both programmes.

## **Working across Boundaries**

These posts are currently based at Singleton and Morriston Hospitals. However, in November 2021 the Health Boards two acute medicine intakes in Morriston and Singleton Hospitals will merge into a single medical take at Morriston Hospital, which will then be the hospital base for all consultant general medical staff.

We are reconfiguring our services to ensure they remain safe and sustainable in the future, and there may be occasions when you will be requested to work at other locations within Swansea Bay University Health Board. We reserve the right to transfer you, following consultation, to any of its locations, in accordance with the needs of the service. In such circumstances, a change of base may carry an entitlement to excess travel payments.

## **Consultants and Senior Staff in Geriatric Medicine**

Firdaus Adenwalla	Consultant Geriatrician
Eunice Acquaye	Consultant Geriatrician
David Burberry	Consultant Geriatrician
Liz Davies	Consultant Geriatrician & Clinical Lead (Morriston)
Claire Dinsdale	Consultant Geriatrician
Chris Hudson	Clinical Director of Integrated Medicine
Rhodri Edwards Older Peoples Strategy	Consultant Geriatrician & Clinical Director Intermediate Care and Older Peoples Strategy
Moustafa El-Khatieb	Consultant Geriatrician
Carla Dos Santos Gil	Consultant Geriatrician
Nicky Leopold	Consultant Geriatrician
Brett Maddock	Consultant Geriatrician
Praveen Pathmanaban	Consultant Geriatrician
Angelika Plakantonaki	Consultant Geriatrician
Julia Rogers	Associate Specialist Ortho-geriatrics

Osama Taweel	Associate Specialist Stroke Medicine
Mohammed Yosry	Consultant Geriatrician
Isabel Wissenbach	Associate Specialist
<i>These posts</i>	<i>4 Consultant Geriatricians</i>

## **Consultants and Senior Staff in Other Medical Specialities Department of Medicine**

### **Acute Medicine (with subspecialty interest)**

Dr David Price (Diabetes and Endocrinology)  
 Dr Kusuma Boregowda (Diabetes and Endocrinology, Clinical Lead for Acute Medicine)  
 Dr Maneesh Udiawar (Diabetes and Endocrinology)  
 Dr Srikanth Chenna (Stroke Medicine)  
 Dr Tariq Hussain (Renal Medicine)  
 Professor Jeffrey Stephens (Diabetes and Endocrinology)  
 Dr Ali Al-Hassani  
 Dr Karen Brown

### **Diabetes and Endocrinology:**

Professor Jeffrey Stephens (Clinical Lead for Diabetes and Endocrinology)  
 Professor S Bain  
 Dr R Chudleigh (Clinical Lead for Diabetes and Endocrinology)  
 Dr R Peter  
 Dr T Min  
 Dr M Keston Jones  
 Dr David Price  
 Dr Kusuma Boregowda  
 Dr Maneesh Udiawar

### **Gastroenterology**

Dr Umakant Dave  
 Dr Praveen Eadala  
 Dr Mithun Nagari  
 Dr Jagadish Nagaraj  
 Dr Salman Jafri (Clinical Lead for Gastroenterology)  
 Dr Mesbah Rahman  
 Dr Rhodri Stacey  
 Dr Ch'ng Lye  
 Dr L Thomas  
 Dr S Henson (Clinical Lead for Gastroenterology)

Dr L Williams

Dr A Siddiqui

### **Neurology:**

Professor Inder Sawhney (Clinical Lead for Neurology, Regional CD Neurosciences)

Dr Christopher Rickards

Professor Robert Powell

Dr William Pickrell

Dr Owen Pearson

Dr Ffion Thomas

Dr Gillian Ingram

Dr Marguerite Hill

Dr Nigel Hinds

Dr Richard Walters

Dr Savvas Hadjikutis

Dr Soren Raasch

### **Renal Medicine:**

Dr Rajesh Shrivastava

Dr Clare Parker (Clinical Lead for Renal Medicine)

Dr Angharad Marks

Dr Ashraf Mikhail

Dr Balan Natarajan

Dr James Chess

Dr Vandse Aithal

### **Respiratory Medicine**

Dr Emrys Evans

Dr David Vardill (Clinical Lead for Respiratory)

Dr Ahsan Mughal

Dr Favas Thaivalappil

Dr Madhukar Shetty

Dr S Packham

Dr R Finn

Dr N Chinnappa

Professor G Davies

### **Stroke Medicine**

Dr Manju Krishnan (Clinical Director for Medicine)

Dr Tal Anjum (Clinical Lead for Stroke)

Dr Peter Slade

## **Cardiology**

Dr B Bajaj

Dr Zia Jan

Professor J Halcox

Dr M Heatley

## **Other Medical Staff**

The department of geriatric Medicine is supported Junior Doctors, Physicians Associates and Advanced Nurse Practitioners. Within the department we currently have

- 6 Foundation Doctors
- 4 IMT Trainees
- 2 GP Trainees
- 5 Speciality Registrars
- 1 Physicians Associates (Acute Frailty Service)
- 1 Advanced Nurse Practitioners (Acute Frailty Service)
- 2 Clinical Nurse Specialists (Emergency Frailty Service)

## **Support Facilities**

You will have use of office facilities, secretarial support and IT provision including a computer with use of the Internet. You will be provided with login in to NHS digital systems through the National Active Directory (NADEX) and will be provided with an NHS email account, which we will use to communicate with you and expect that you will review regularly.

We have public Wi-Fi in most of our sites and you are encouraged to bring your own smartphone or tablet for mobile working. An app that allows access to the intranet and your outlook account securely will be provided for you on request.

There are designated car parking spaces for staff on all our hospital sites. At the current time, there are no charges for parking by staff within Health Board sites.

You will be provided with a new consultant induction programme and ongoing mentorship.

## MAIN DUTIES AND RESPONSIBILITIES

### Clinical

You will provide a clinical service, with colleagues, which will include the responsibility for the prevention, diagnosis and treatment of illness.

Working with consultant colleagues and the multi-professional team you will have continuing responsibility for the well-being of all patients under your care, allowing for proper delegation to and training of staff. In partnership with clinical and managerial colleagues, you will also have responsibility for the safe, efficient and effective functioning of the services in which you work in line with the values, operational policies and integrated medium term plan (IMTP) of the Health Board. You are encouraged to consider how services can be improved and to report any concerns about safety.

You will be required to adhere to the principles of good medical practice as laid down by the General Medical Council.

You will be required to participate in the Health Board's risk management process, clinical governance and any other healthcare governance activities within the department, the Service Delivery Group and the Health Board. Adherence to the Caldicott Principles of information governance is mandatory.

You will be required to maintain a licence to practice through revalidation, to undergo satisfactory annual appraisal using the all Wales online Medical Appraisal Scheme ("MARS") and to formulate a Personal Development Plan, in conjunction with the Clinical lead, to identify training and development needs. You will be expected to participate in sufficient personal and professional development to fulfil Royal College and GMC requirements. You will also be required to undergo a job plan review at least annually and to agree and then meet service outcomes.

You will be expected to make a significant contribution to the service and Service Delivery Group planning process through active participation in the clinical Service Delivery Group structure.

You will participate in the 1 in 14 on call rota at Singleton or Morriston Hospital, with prospective cover. It is envisaged that Morriston Hospital will then be the hospital base for all consultant general medical staff from November 2021

In exceptional circumstances it may also be necessary to undertake duties at other locations with the Health Board. The average number of emergency medical admissions in 24 hours is 60 patients. Travelling as necessary between hospitals/clinic will be required to undertake such duties. Travel expenses will be remunerated according to the Health Board policy and procedures for claiming.

Domiciliary consultations may be required when clinically indicated.

You will adhere to all policies, which cover radiation exposures as currently outlined in IRMER regulations.

The Health Board is committed to meet its obligations to minimize infection. You will be required to comply with current procedures for the control of infection, including dress code, to challenge non-compliance by colleagues, and to attend training in infection control provided by the Health Board.

## **Education and Training**

The appointee will be expected to play a role in educating postgraduate doctors and other professional allied to medicine. Initially we would expect you to be the named educational supervisor for one trainee. You will be responsible for overseeing their training and being the initial source of advice for doctors regarding their careers, within the guidelines of the specialist bodies and medical royal colleges. Medical trainees in Wales are required to agree an educational contract jointly between them, the Health Board and the Health Education and Improvement Wales (HEIW).

A staff Education Centre at Morriston Hospital, shared with the College of Medicine, which has raked lecture theatres, seminar rooms and common rooms opened in 2015 as part of a substantial investment on the site to replace older facilities.

Well stocked libraries provide support for students and staff across the Health Board.

We place great importance on our University status and have strong educational links to the Colleges of Medicine in Swansea and Cardiff and the College of Human and Health Science in Swansea and you will be responsible for carrying out training, teaching, examination of healthcare staff and accreditation duties as required and for contributing to and participating in postgraduate and continuing medical education activity, locally and sometimes nationally.

The department has a strong commitment to undergraduate education and provides a ward based educational programme for students undertaking their Frailty placement at Swansea University Medical School.

You will participate in the specialty's postgraduate teaching sessions.

You will also teach and train medical undergraduates in line with the Undergraduate training programme.

- Participate actively in the department's undergraduate teaching programme.
- Welcome medical students into learning environments with specific the approval of any patients involved.
- Engage and involve medical students in your clinical activities, where possible and appropriate.

- Provide informal and “bedside” teaching to undergraduate medical students where appropriate, particularly during ward rounds, in the emergency department, during outpatient clinics and during operations and procedures.
- Give feedback to medical students.
- Participate in undergraduate examinations, particularly clinical examinations for Swansea and Cardiff medical students if requested to do so.
- Be responsible to the honorary lecturer and honorary senior lecturer for the purpose of undergraduate medical education.

There will be opportunities for the successful candidate to develop a specific teaching interest, develop and to take up formal, remunerated clinical teaching sessions, which will be, integrated into his/her job plan.

## **Research**

We are a University Health Board and you will be encouraged to participate in or actively support research and development in line with our Research and Development strategy and in discussion with the Director of Research and Development. The time required for supported research activities will be agreed through the job planning process.

## **UNIVERSITY PARTNERS**

### **Swansea University**

Swansea University has been at the cutting edge of research and innovation since 1920. It has a long history of working with business and industry but today its world-class research has a much wider impact across the health, wealth, culture, and well-being of the society. It offers a compelling balance of excellent teaching and research. The University has contributed to the transformation of Swansea as a city of distinction, since 1920.

It has achieved an extraordinary level of success in recent years and the research activity exceeds that of many larger universities, yet this has not compromised the friendly and relaxed atmosphere that has always characterised the “Swansea experience”.

Its commitment to research with real-world benefits has seen it achieve their ambition to be a Top 30 Research University, soaring up the 2014 Research Excellence Framework (REF 2014) league table to 26<sup>th</sup> in the UK.

Swansea University was named University of the Year in the Whatuni Student Choice Awards in 2019 for the second time. In the prestigious Times and Sunday Times, Good University Guide 2021, it has been ranked in the top 20 for Student Experience. The University is ranked top in

Wales in The Guardian University Guide 2021 for the second year running, rising from 31st to 24th nationally

## **The Faculty of Health and Life Sciences**

The Faculty of Health and Life Sciences has been recently formed by bringing together the Swansea University Medical School and College of Human and Health Sciences. The Faculty is home to a vibrant community of staff and students, brought together by an ambition to improve the health and wellbeing and wealth of society through research, education and innovation.

The Faculty of Health and Life Sciences has a long-standing reputation for the quality of our teaching and research. The University achieved Gold in the latest Teaching Excellence and Student Outcomes Framework (TEF) which recognises excellent teaching and the Medical School is ranked 1st in the UK for research environment, and 2nd for overall research quality (REF 2014). The Medical School has been consistently ranked in the UK top 10 for the last few years.

We are a faculty with global reach and impact and we feel it is important more people benefit from what we do - whether through creating opportunities for more students to study, by increasing the reach of the real-life impacts of research, by building strong international partnerships or supporting more companies to develop through open innovation. We support health and social care partners to identify, understand and meet their workforce needs and by enabling service change through research and innovation-driven improvements in care, treatments, therapies and practices. We help drive economic development and wellbeing through investment and collaboration in world leading science, innovation and enterprise. We are at the forefront of designing and securing the medical, life science, health and social care workforce of the future.

Building on the success of the Medical School and the College of Human and Health Sciences, the new faculty will make a unique contribution to the regional, national and international challenges facing health and social care when it goes live later this year.

A significant number of consultants share their time between research at the University and clinical duties within the Health Board. Swansea Bay University Health Board is an active member of the Association of UK University Hospitals.

The Medical School links strongly to the NHS, in particular with our Health Board but also Hywel Dda Health Board and Public Health Wales. The Medical School hosts several all-Wales research networks in epilepsy, diabetes, asthma, unscheduled treatment care and mental health.

## **Other University partners**

The Health Board also works closely with other Colleges within Swansea University (computer science, engineering, management) and with the University of South Wales, particularly for nurse education and University of Wales, Trinity St. David.

## **MANAGEMENT AND CLINICAL LEADERSHIP**

Consultants have an important leadership role in their teams and the Health Board. You will be required to work closely with your clinical and management colleagues in the safe and efficient running of services and are expected to contribute, with colleagues, to the management, improvement and modernisation of the services in which you work. You may also be asked to contribute nationally to support the NHS in Wales.

There is a requirement to work within the financial and other constraints determined by the Health Board and set out in the integrated medium term plan (IMTP) and you will be expected to contribute to the development and annual review of the IMTP. Additional expenses or resources of any kind must not be committed without the approval of the appropriate manager/budget holder.

Subject to the terms and conditions of service, you will be expected to observe all relevant policies and procedures of the Health Board, drawn up in consultation with the professions, where they involve both clinical and non-clinical matters.

You will be expected to be familiar with and comply with local and national employment and Human Resources policies and procedures in the management of employees of the Health Board.

You will be required to ensure that arrangements are in place for the organisation of medical staff and that they are allocated duties in accordance with the work of the specialty and within the level of their competence.

## **RESPONSIBILITIES AND DUTIES SPECIFIC TO THE POST**

The assignment of specific clinical responsibilities will be agreed with you on appointment. A tentative job plan is included which may be adjusted to suit the service needs and your interests. The opportunity exists for you to develop a special interest. It is anticipated that you will:

- Adopt a team approach with the existing Consultants in post, with the aim of further development of unscheduled care services.
- Will provide excellent communication with GPs and support the advice and guidance work
- Be involved in clinical audit and work with the management team in the operation of the Medical Services.

- Support the delivery of the performance targets including Emergency department targets, Referral to treatment times targets, Cancer targets and reduction in the follow up not booked list.
- Undertake regular CPD activities to maintain professional practice as required for annual appraisal

You will also contribute to the acute medical intake on a 1:14 basis.

## **PROVISIONAL WORK PROGRAMME**

The provisional work programmes are attached at Appendix 1 for months on wards and community and months covering the Acute Frailty Service.

This job plan which will be subject to review in accordance with paragraph 30(d) of the Medical and Dental Staff (Wales) Handbook (1 December 2003).

## **GENERAL INFORMATION FOR APPLICANTS**

If you are related to any member of staff in a senior officer position in the Health Board you should clearly indicate in your application the name of the officer to whom you are related and indicate the nature of the relationship. Deliberately concealing such a relationship would result in disqualification.

Whilst you must note that canvassing of any member of the Advisory Appointments Committee or the employing Health Board will disqualify you, we encourage applicants to seek further information about the post and you may wish also to approach University partners about academic opportunities.

Any offer of appointment will be subject to the receipt of three satisfactory references.

The nature of the work of this post is exempt from the provisions of Section 4 [2] Rehabilitation of Offenders Act 1974 [Exemption Order 1975]. You are, therefore, not entitled to withhold information about convictions under the Act and, in the event of employment; any failure to disclose such convictions could result in dismissal or disciplinary action by the Health Board. Any information will be completely confidential and will be considered only in relation to an application for positions to which the Order applies.

Travelling expenses will be reimbursed for only one pre interview visit and only then if you are selected for interview. In the case of travelling from abroad, traveling expenses are payable only from the point of entry into the UK. In the event of the successful candidate declining the offer of employment, no expenses will be reimbursed.

Reimbursement for Relocation Expenses when appointed will be considered and will be in accordance with the Health Board policy at the time of appointment.

You will be required to declare at all times any financial interests you may have in respect of agencies with whom the Health Board may enter into contract for the supply of goods and/or services. These will include the receipt of hospitality, funding for travel, conferences, or goods in kind. Such interests should be communicated, in writing to Board Secretary and declared on any application for study or professional leave.

The terms and conditions of service, including pay, are determined by the Medical and Dental Staff (Wales) Handbook and the General Whitley Council Conditions of Service and any changes to those conditions, which the Minister for Health & Social Services may authorise from time to time.

The salary applicable is on the pay scale for Consultants in Wales and will be specified in your contract of employment.

Where it is agreed that the post will be filled on a part time basis, the job plan will be agreed accordingly.

If you wish to undertake private practice work you may do so, provided that you continue to meet all the obligations of your job description and personal job plan in regard to the discharge of your NHS work. There must be no conflict of interest between your NHS and private work, which should be carried out in un-contracted time that is clearly identified in your job plan.

Your private residence shall be maintained in contact with the public telephone service and given the particular nature of your work you are required to live in a location which is within reasonable travelling time from your place of work as agreed with your Clinical Director, unless specific approval is given in advance to your residing at a greater distance, by the Unit Medical Director.

## **Job Limitations**

At no time should the post holder work outside their defined level of competence. If the post holder has concerns regarding this, they should immediately discuss them with their Lead Consultant / Clinical Director. All staff have a responsibility to inform those supervising their duties if they are not competent to perform a duty.

## **Confidentiality**

In line with the Data Protection Act 1998, the post holder will be expected to maintain confidentiality in relation to personal and patient information, as outlined in the contract of employment. The post holder may access information only on a need to know basis in the direct discharge of duties and divulge information only in the proper course of duties.

## **Health & Safety**

The post holder is required to co-operate with the Health Board to ensure compliance with health and safety duties and requirements. It is the post holder's personal responsibility to conform to procedures, rules and codes of practice; and to use properly and conscientiously all safety equipment, devices, protective clothing and equipment, which is fitted or made available, and to

attend training courses as required. All staff have a responsibility to access Occupational Health and other support in times of need and advice.

## **Risk Management**

The Health Board is committed to protecting its staff, patients, assets and reputation through an effective risk management process. The post holder will be required to comply with the Health Board's Health and Safety Policy and actively participate in this process, having responsibility for managing risks and reporting exceptions.

## **Clinical Audit, Continuous Professional Development, Appraisal and Revalidation and Mentorship**

The Board supports the requirements for continuing professional development as laid down by the Royal College of Physicians and is committed to providing time and financial support for these activities. You will be expected to actively engage in clinical audit, lead local and national audits as appropriate and will be supported in so doing by the audit department. The Board has the required arrangements in place to ensure that all doctors have an annual appraisal with a trained appraiser and supports doctors going through the revalidation process. New consultants will be provided with information on access to mentoring.

## **Safeguarding Children**

The Health Board is committed to safeguarding children therefore all staff must attend the required level of safeguarding children training.

## **Records Management**

The post holder has a legal responsibility to treat all records created, maintained, used or handled as part of their work within the Health Board in confidence (even after an employee has left the Health Board). This includes all records relating to patient health, financial, personal and administrative, whether paper based or on computer. All staff have a responsibility to consult their manager if they have any doubts about the correct management of records with which they work.

## **Job Description**

This job description is not inflexible but is an outline and account of the main duties. Any changes will be discussed fully with the post holder in advance. The job description may be reviewed periodically to take into account changes and developments in service requirements.

**No Smoking:** To give all patients, visitors and staff the best chance to be healthy, all Health Board sites including buildings and grounds are smoke free.

## DISCLOSURE OF CRIMINAL BACKGROUND OF THOSE WITH ACCESS TO CHILDREN AND VULNERABLE ADULTS

In order to minimise any possible risk of abuse of children or vulnerable adults a check will be made with the Disclosure and Barring Services (DBS) on the possible criminal background of the successful candidate for this post. The DBS is authorised to disclose in confidence to Swansea Bay University Health Board's nominated officers, details of any criminal record, including cautions, bind over orders, and "spent" convictions.

You will be required to undertake the Disclosure Check, although applicants should be aware that a refusal to comply with this procedure will prevent further consideration for the post. Any information disclosed will be treated in the strictest confidence and all circumstances will be taken into account before any decision is reached.

## CONTACTS DETAILS FOR VISITING BEFORE INTERVIEW

Candidates who may wish to seek further information or who would like to arrange to visit the Health Board are invited and encouraged to contact:

<b>Chris Hudson</b>	Clinical Director of Medicine	01792 285910 <a href="mailto:chris.hudson@wales.nhs.uk">chris.hudson@wales.nhs.uk</a>
<b>Manju Krishnan</b>	Clinical Director of Medicine	01792 703 614 <a href="mailto:Manju.Krishnan@wales.nhs.uk">Manju.Krishnan@wales.nhs.uk</a>
<b>Rhodri Edwards</b>	Consultant Geriatrician	01792 285910 <a href="mailto:Rhodri.edwards2@wales.nhs.uk">Rhodri.edwards2@wales.nhs.uk</a>
<b>Elizabeth Davies</b>	Consultant Geriatrician	01792 703574 <a href="mailto:ElizabethAlexandra.Davies@wales.nhs.uk">ElizabethAlexandra.Davies@wales.nhs.uk</a>
<b>Fiona Hughes</b>	Associate Service Group Director (Medicine)	01792 205666 ex 31867 <a href="mailto:Fiona.hughes@wales.nhs.uk">Fiona.hughes@wales.nhs.uk</a>
<b>Anjula Mehta</b>	Service Group Medical Director Community and Primary Care	<a href="mailto:Anjula.Mehta3@wales.nhs.uk">Anjula.Mehta3@wales.nhs.uk</a>
<b>Jan Worthing</b>	Service Group	01792 285263

Director

[Jan.worthing@wales.nhs.uk](mailto:Jan.worthing@wales.nhs.uk)

**JOB PLAN:**

**CONSULTANT GERIATRICIAN with an INTEREST in Community Geriatrics**

**PROVISIONAL JOB PLAN WARD 3 MONTHS (may be subject to alteration)**

NPTH – Neath Port Talbot Hospital, SH – Singleton Hospital, MH – Morriston Hospital, CCH – Cefn Coed Hospital, COM – Community setting

	<b>Sessions</b>	<b>Hours</b>	<b>Location</b>	<b>Type of Work</b>
<b>Monday AM</b>	1	3.5-4.0	SH/MH	Board Round and Ward Round  Acute Geriatric Ward
<b>Monday PM</b>	1	3.5-4.0	COM	SPA
<b>Tuesday AM</b>	1	3.5-4.0	COM	Cluster or Virtual MDT
<b>Tuesday PM</b>	1	3.5-4.0	SH/MH	Medical On Call
<b>Wednesday AM</b>	1	3.5-4.0	SH/MH	Administration
<b>Wednesday PM</b>	1	3.5-4.0	SH/MH	SPA
<b>Thursday AM</b>	1	3.5-4.0	COM	Cluster Virtual Ward or MDT
<b>Thursday PM</b>	1	3.5-4.0	COM	Cluster Falls Clinic
<b>Friday AM</b>	1	3.5-4.0	SH/MH	Board Round and Ward Round  Acute Geriatric Ward
<b>Friday PM</b>	1	3.5-4.0	SH/MH	SPA

It is envisaged that Morriston Hospital which will then be the hospital base for all consultant general medical staff from November 2021

## CONSULTANT GERIATRICIAN with an INTEREST in Acute Frailty (AFU Post)

### PROVISIONAL JOB PLAN AMAU POST

NPTH – Neath Port Talbot Hospital, SH – Singleton Hospital, MH – Morriston Hospital, CCH – Cefn Coed Hospital, COM – Community setting, AFU – Acute Frailty Unit

	Sessions	Hours	Location	Type of Work
Monday AM	1	3.5-4.0	SH/MH	AFU Patient Reviews & MDT
Monday PM	1	3.5-4.0	SH/MH	Patient Admin
Tuesday AM	1	3.5-4.0	SH/MH	AFU Patient Reviews & MDT
Tuesday PM	1	3.5-4.0	SH/MH	Undergraduate Teaching (SPA)
Wednesday AM	1	3.5-4.0	SH/MH	AFU Patient Reviews & MDT
Wednesday PM	1	3.5-4.0	SH/MH	SPA
Thursday AM	1	3.5-4.0	SH/MH	Medical On Call
Thursday PM			SH/MH	Hot Clinic
Friday AM	1	3.5-4.0	SH/MH	AFU Patient Reviews & MDT
Friday PM	1	3.5-4.0	SH/MH	SPA

It is envisaged that Morriston Hospital which will then be the hospital base for all consultant general medical staff from November 2021

**On Call 1 : 14 (Prospective Cover)** Time for on call is paid as an extra session per week or by time off in lieu to be agreed with the consultant. **Note** One session can be used to provide a clinical service in a special interest. This should be discussed and agreed with the consultant. When on call there is a commitment to the post take ward round the following day and ongoing care of patients in the assessment unit

**Note**

This is a standard 10 session job plan (37.5hrs) which will be subject to review, three months after appointment and then no less frequently than annually.

Opportunities for additional direct clinical care (DCC) sessions and the requirement for and use of time for Supporting Professional Activities (SPA) will be discussed with you at each job plan review, however in the first three months it is expected that you will use one SPA session to ensure that you are introduced successfully into the Health Board.

By mutual agreement, one SPA session may be carried out outside the Health Board and any un-contracted time must be identified clearly.

It is expected that you will receive mentoring from a consultant colleague who will be identified to you at appointment to help support your transition into the Health Board and early years working with us.

**PERSON SPECIFICATION:**

**Neath Port Talbot and Singleton Hospital Division of Medicine**

Job Title: Consultant Geriatric and General Medicine					
Criterion			How Tested		
Qualifications	Essential	Desirable	Application	Interview	Presentation
Registered with the GMC	✓		✓		
Licensed to practice	✓		✓	✓	
On Specialist Register with GMC as a specialist in Geriatric Medicine and general internal medicine  or eligible for CCT within 6 months of date of interview and have passed exit exam or a statement of eligibility for registration issued by GMC  or a primary medical qualification and recognized specialist qualification from a European Member State which will allow direct entry to the GMC Specialist Register	✓		✓		
MRCP or equivalent	✓				
Relevant higher degree e.g. PhD, MD, MSc		✓	✓		
Teaching qualification/Higher qualification in medical education		✓	✓		
<b>Experience</b>					
Evidence of an ability to develop effective working relationships, on an individual and multi-disciplinary basis with all levels of staff (" <b>Working Together</b> ")	✓		✓	✓	
Evidence of working with management and clinical colleagues to improve a service (" <b>Always Improving</b> ")	✓		✓	✓	
Values partnership with other agencies (" <b>Working Together</b> ")	✓			✓	
Development and commissioning of services		✓	✓	✓	
Evidence of teaching and training of post/undergraduate clinical staff	✓		✓	✓	
Evidence of initiating, progressing and completing audit	✓		✓	✓	

Experience of research in geriatric medicine/general internal medicine		✓	✓	✓	
<b>Skills &amp; Abilities</b>					
Effective leadership; ability to take responsibility and demonstrate leadership when appropriate	✓		✓	✓	✓
Understands the importance of effective Team Working with all levels of staff, take time to listen, understand and involve people; receptive to appropriate change ( <i>"Working Together"</i> )	✓			✓	✓
Understands and can apply the principles of Prudent Healthcare ( <i>"Caring for each other"</i> )	✓			✓	✓
Excellent interpersonal skills – ability to communicate effectively (written and verbal) with patients, colleagues, relatives and staff; communicate openly and honestly and explain things clearly ( <i>"Caring for each other"</i> )	✓		✓	✓	✓
Demonstrates learning in Improvement science and methodology, ability and drive to use information and experience to improve the service ( <i>"Always Improving"</i> )		✓		✓	✓
Understands information systems and technology	✓			✓	
Clinical skills in general and geriatric medicine	✓		✓	✓	
<b>Personal Attributes</b>					
Flexible and adaptable to competing demands with the ability to work effectively under pressure and cope with setbacks	✓		✓		
Ability to undertake on-call	✓			✓	
A commitment to continuous improvement, with a positive attitude, seeks out learning, and continually develops skills and the service ( <i>"Always Improving"</i> )	✓			✓	
Enthusiasm to take a lead role in clinical development	✓		✓	✓	
Empathy and sensitivity: ability to listen, understand and involve people; see people as individuals	✓				