# JOB DESCRIPTION

## POST DETAILS:

<table>
<thead>
<tr>
<th>POST &amp; SPECIALTY:</th>
<th>Trust Doctor (CT1 – CT3 level) in General Adult Psychiatry</th>
</tr>
</thead>
<tbody>
<tr>
<td>BASE:</td>
<td>St George’s Hospital, Stafford</td>
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<tr>
<td>EMPLOYER:</td>
<td>South Staffordshire and Shropshire Healthcare NHS Foundation Trust</td>
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<tr>
<td>CONTRACT:</td>
<td>Terms and conditions for Medical and Dental Staff (England and Wales)</td>
</tr>
<tr>
<td></td>
<td>Fixed term for up to 12 months</td>
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<tr>
<td>SALARY:</td>
<td>£48,123 plus 50% on call banding supplement</td>
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<tr>
<td>ACCOUNTABLE PROFESSIONALLY TO:</td>
<td>Dr Abid Khan, Medical Director</td>
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<tr>
<td>ACCOUNTABLE OPERATIONALLY TO:</td>
<td>Austin Whyte, Inpatient Manager</td>
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## Introduction

This is a new post which will provide support to the Consultant Psychiatrists and multi-disciplinary team based at St George’s Hospital in Stafford. Although this is not a recognised training post, the post holder will be able to avail themselves of the Trust’s teaching programme and consideration will be given to their educational needs. The successful candidate will be supported to work towards Section 12 (2) approval and there will be the opportunity to take part in research and audit.

## Trust Profile

South Staffordshire and Shropshire Healthcare NHS Foundation Trust has a turnover of £180m and employs around 3300 staff. We’re a financially stable organisation with a growing portfolio of services including mental health, mother and baby, forensic, learning disability, substance misuse, paediatrics and sexual health. We’ve some 350 in-patient beds across three sites, with community and out-patient services being delivered on a national basis, from Isle of Wight and Hampshire, to Yorkshire and the Wirral. We’re embarking on a significant investment into our Estates, and continue to use Virginia Mason / LEAN methodologies to drive quality improvement.
through engaging front-line staff. We’re also proud to be one of the HSJ Top 100 places to work in the NHS.

We are committed to keeping service users and carers at the heart of everything we do and we actively promote a culture where the views of all those using our services are sought and valued.

Trust headquarters are at St George’s Hospital in Stafford, which has excellent links to the M6 (at J13 and J14) and is well served by major rail networks. St George’s Hospital comprises modern inpatient mental health and learning disability facilities. In September 2012 we opened The Redwoods Centre, a brand new, purpose built mental health inpatient facility in Shrewsbury. We also have an inpatient unit in Tamworth, the George Bryan Centre, however our focus is very much on providing excellent community services, based on feedback from our service users that they would prefer to be treated at home wherever possible.

Undergraduate and Postgraduate Trainees

In 2010 the Trust was officially recognised as a Keele University teaching trust and our partnership with the university has resulted in appointment to a chair in psychiatry, Prof Athula Sumathipala.

The Trust trains a wide range of health professionals. This includes undergraduate medical students, postgraduate trainees in GP and psychiatry (CT1-CT3) and higher trainees in forensic, child psychiatry, general adult and old age psychiatry (ST4-6). The Trust has two College Tutors, one based in Shropshire and one in South Staffordshire.

General Duties and Responsibilities of the Post

The postholder will:

- need to be familiar with the provisions of the Mental Health Act 1983 and amendments (2007).
- clerk new admissions and complete a thorough history and physical examination as well as conduct risk assessments.
- Under consultant supervision, be responsible for the day to day continuing assessment, management and treatment of patients on the inpatient wards, including PICU, Adult, Older Adult, Perinatal, Eating Disorders, Forensic and LD. A more defined timetable will be agreed upon appointment
- to support the discharge of patients
- to make regular and accurate notes in patients’ records as well as update care plans
- participate in the (1:11 approx) first on call rota, for which a 50% banding supplement is currently paid
- participate in ECT rota when required

- participate in crisis intervention and support other Trust led Crisis Intervention Services.

- be required to perform duties in occasional emergencies and unforeseen circumstances without additional remuneration. Commitments arising in such circumstances would be exceptional and you would not be required to undertake work of this kind for prolonged periods or on a regular basis.

**Health Promotion**

- To advise on safe practices which promote health gain.

- To keep patients fully informed of their prescribed medication, its purposes, positive effects and any likely ill effects.

- To reduce vulnerability and empower patients towards making positive choices.

- To initiate and maintain regular assessment and management of risk.

- To facilitate community inclusion and rehabilitation.

**Totality of Care**

- To be actively involved in the determination of aftercare needs, both statutory and routine. To be able to work within the frame work of National and Trust CPA policies and procedures.

- To work closely with primary care, enabling qualitative joint working and a smooth transition of care. Where relevant this will include the preparation and writing of summaries and letters regarding care/treatment progress.

- To undertake the medical lead within Clinical Case Workers, providing medical input towards informing and supporting their practice and the delivery of effective care.

- To initiate and oversee the process of a holistic assessment of patients’ needs towards the promotion of a plan of care/intervention to meet those needs.

- Where appropriate to work with patients, their families and carers, towards offering support and advice that enhances safe practices and reduces risk.
• To work with all partner agencies in the development of practices that promotes effective joint working towards successful completion of treatment programmes.

• To provide reports and advice as agreed with partner agencies and the courts.

• To participate in Clinical Governance. This includes dealing with complaints, identifying and reporting serious untoward incidents, clinical audit and fostering effective clinical practice

• To support and provide training/ supervision for non-medical staff and students.

Teaching, Audit and CPD

• The post holder will be expected to participate and contribute to various academic and training programmes within the unit and within the Trust. There is a psychiatric teaching programme each Monday on site at St George's and the College Tutor is Dr C Shields. There is also support to our Trust Doctors from dedicated SAS Tutor, Dr H Zoaka.

• There is a comprehensive Library Service and training is provided on request.

• The post holder will keep up to date with current knowledge and practice in Mental Health

• The post holder will attend supervision for at least one hour a fortnight with his / her supervising consultant.

• There is a Balint Group which meets regularly

• The post holder will be required to participate in the Trust appraisal and revalidation process. All doctors within the Trust are expected to have an annual appraisal.

• If the post holder is not already Section 12 (2) approved, they will be supported to complete training for this role.

Miscellaneous

• The post holder will be required to comply with Trust policies and procedures, including arrangements for sick leave and special leave

• The post holder will be expected to cover colleagues during periods of leave or short term sickness absence
• The post holder will be required to maintain professional registration with the GMC and will work to the principles of good medical (and good psychiatric) practice

• The post holder has responsibility to abide by the safety practices and codes authorised by the Trust. You have an equal responsibility with management to maintain safe working practices for the health, safety and wellbeing of yourself and others.

• The post holder will ensure confidentiality at all times, only releasing confidential information obtained during the course of employment to those acting in an official capacity in accordance with the provisions of the Data Protection Act and its amendments

• The post holder will act in such a way that at all times safeguards the health and wellbeing of children and vulnerable adults. Familiarisation with and adherence to Trust Safeguarding policies is an essential requirement of all employees as is participation in related mandatory/statutory training

• The post holder will work in accordance with the Trust's policy to eliminate unlawful discrimination and promote diversity in the workplace and to positively promote at all times equality of opportunity in service delivery and employment for patients and staff in accordance with the Trust's policies, to ensure that no person receives less favourable treatment than another on the grounds of any personalised characteristic

• The post holder is expected to maintain an up to date awareness of the infection control precautions relevant to their area of work and implement these in practice. As a minimum, this must include hand hygiene, the use of personal protective equipment, the use and disposal of sharps and communicating the importance to patients, prison staff and other health care staff you are working with. Details of the precaution and sources of advice and support to assess and manage infection control risks are provided through mandatory training which all staff must attend at intervals defined in the Trust policy on mandatory training and can be found in the Trust's infection control policies and national guidance such as that published by NICE.

• The appointment will be subject to the Trust’s pre-employment checks as outlined in the Trust policy

• The appointee will be required to take up the post no longer than three months from the date of the offer of employment, unless a special agreement has been made between the appointee and the Trust. If you consider it unlikely that you will be able to take up the appointment within such a period, you are advised to point this out at the time of your application

• Although work for the Trust is covered by the Medical Indemnity Scheme, the post holder is strongly advised in his/her own interest to obtain/maintain additional appropriate cover from a protection or defence organisation.

• Removal Expenses are not payable for this post
The post holder should either be a car driver and hold a current driving licence or be able to make appropriate arrangements for the travel requirements of the post.

**Further Information may be obtained in the first instance from:**

Rachel Lockett, 01785 783 004