

BETTER TOGETHER



Royal Devon  
University Healthcare  
NHS Foundation Trust

# Consultant Information Pack

Consultant in Clinical Oncology

## JOB TITLE

Consultant in Clinical Oncology,  
specialising in Head & Neck and Thyroid  
cancer

## DATE OF VACANCY

January 2025

## BASE

Exeter Oncology Centre, Royal Devon and  
Exeter Hospital, Wonford

# A Warm Welcome

Hi, I'm Adrian Harris, Chief Medical Officer at the Royal Devon University Healthcare NHS Foundation Trust. Thank you for the interest you have shown in working with us at what is an exciting time for our organisation. We are one of the largest healthcare Trusts in the country and we have ambitions to be a clinically-led, digitally-enabled teaching organisation.

Our Trust is a special place to work. We foster creativity, innovation and a personal approach to high-quality patient care. We are proud of our Radiology department, which is nationally recognised for its multidisciplinary specialist clinical care and research activity. We are committed to further developing this successful and cohesive team and want to bring the very best clinicians to Devon.

Good luck with your application and I look forward to meeting you soon.



Prof Adrian Harris

*We welcome enquiries for further information and strongly encourage informal visits either in person or virtually so that you can get a feel for what it's like to work with us. A list of contacts is detailed in the final section of this pack.*



## Application and Advisory Appointments Committee

The posts are offered on a whole-time basis (10PA) but suitably-qualified applicants who wish to work part-time will be considered. We are committed to flexible working arrangements, including job sharing, and we will discuss these arrangements with any shortlisted candidates.

We welcome applications from established consultants and senior trainees who will be within six months of completion of specialist training at the time of the Advisory Appointments Committee.

Applicants must have completed specialist training in Oncology and have entered on the GMC Specialist Register prior to taking up the appointment.

**“We are committed to flexible working arrangements, including job sharing.”**



## Introduction

The Royal Devon University Healthcare NHS Foundation Trust is seeking to appoint a substantive Consultant in Clinical Oncology, specialising in Head & Neck and Thyroid cancer, with the potential to extend to a third tumour site. This post will join the department of Oncology for its Eastern and Northern services following the retirement of the current post holder.

This role forms part of a wider integrated department that includes our Northern services based in Barnstaple, and which jointly provide telephone or video consultations for patients living across Northern, Eastern and Mid Devon.

Our combined Oncology department is friendly, successful and ambitious. The Royal Devon is a Trust which encourages and supports innovation, diversity, digital development and research.

**“Our Trust is frequently voted as the top acute and community trust in the country for staff satisfaction”**

# Highlights of the Role

**Research and innovation.** Research active departments deliver better clinical outcomes for patients. We have a large programme of investigator-led and commercial research studies which have been internationally recognised for their programme of multi-site, award-winning research. Research interests are strongly encouraged and supported. We have a multimillion-pound research facility, dedicated research staff and collaborative links with researchers from across the University of Exeter. Funded time for the development of research proposals is available for interested consultants.

**Training and development.** Interest in and experience of teaching at undergraduate and postgraduate levels is desirable. We are part of the peninsula clinical oncology training programme and are the only Trust in the Peninsula taking IMT trainees in Oncology.

We are currently offering SABR for lung and oligometastatic disease (lung, nodes, bone and spine) We are part of the peninsular SABR MDT.

The post holder is expected to contribute to the education and appraisal of junior medical staff and other clinical staff.

The post holder will also be expected to fulfil all Trust mandatory training, maintain current GCP training, advanced communication skills training and maintain their CPD accreditation.

**Service development.** The Royal Devon's core services support a population of more than 615,000 people across more than 2,000 square miles across Devon. The scale of operation brings opportunities to establish and develop innovative new services to better meet the needs of our patients such as harnessing technology to deliver remote patient consultations and disease monitoring.

**Teaching.** The Royal Devon enjoys close ties with the University of Exeter Medical School. We offer funded time for teaching of medical students and junior doctors. We are planning a regular programme of

evening educational meetings, which will bring the Eastern and Northern teams together providing opportunities for your CPD.

**Career progression.** The size and structure of our team create opportunities for rapid progression to areas of increased responsibility.

**On-call rotas.** The postholder will participate in the on-call rota currently at a 1 in 16 frequency with prospective cover for the telephone out of hours advice service. In addition, there is a 1 in 16 weekend service in Exeter to review in-patients and cover emergency radiotherapy for the region. When a medical oncologist is providing weekend cover emergency radiotherapy cover will be provided by a clinical oncologist and the increased frequency of this is recognised in the on-call allowance.

**Electronic patient record.** We went live with the EPIC electronic patient record system across our Eastern services in 2020 and our Northern services in 2022. We are optimising the way we use the system, but we are already seeing huge benefits for our patients. EPIC is transforming the way we deliver care across our Trust, allowing teams to share the caseload across Devon and provide care to patients remotely.

**Location and relocation.** We are fortunate to be based in the beautiful South West of England, with the cultural city of Exeter, the rolling moors of Exmoor and Dartmoor, and a multitude of stunning beaches on our doorsteps. We have low rates of crime and excellent education - schools and further education colleges are good or outstanding, and Exeter boasts a top Russell group university. We can offer you accommodation to support a visit and a relocation package should you choose to come to Devon.

A more comprehensive explanation of all of these elements can be found within this job pack, but if you have any questions then please do get in touch or arrange a visit to come and see us. Contact details are at the back of this pack.

# About Royal Devon University Healthcare NHS Foundation Trust

Our core services support a population of over 615,000 people and cover more than 2,000 square miles across Devon. This makes us one of the largest providers of integrated health care in the UK, and the biggest employer in Devon, with more than 15,000 staff.

We have two acute hospitals, 20 community locations, outpatient clinics and community teams who care for people within their own homes. We also provide primary care and a range of specialist services which extends our reach throughout the South West Peninsula as far as Cornwall and the Isles of Scilly.

As a newly formed Foundation Trust in April 2022, We are embracing change, innovation and technology in our ambitions to be a digitally-enabled, clinically-led teaching organisation. We are developing new ways of working and investing in new infrastructure, equipment and facilities. There has never been a better time to join us.

The Royal Devon is committed to supporting the personal and professional development of our consultant staff and in turn improving the care offered to our patients. This might include developing or introducing innovative care models and bringing these to rural patients, teaching the doctors of tomorrow or undertaking award-winning clinical research. Examples include our specialist nurses, who were recognised in the British Journal of Nursing Awards for their innovations during the COVID pandemic, our inflammatory bowel disease research team who were recognised with the national team award for their contribution to the NIHR portfolio, and our recent launch of a world-first national genetic testing service from our labs, which can rapidly test DNA samples of babies and children, so we can provide life-saving treatment.

You'll find more information about the role and the Trust in this pack. Further information is also available on our website [www.royaldevon.nhs.uk](http://www.royaldevon.nhs.uk).



## About the Trust and Service Structure

The Royal Devon's Board of Directors is chaired by Dame Shan Morgan and is comprised of both executive and non-executive directors. The executive directors manage the day to day operational and financial performance of the Trust.

These consist of the chief executive officer (Sam Higginson), deputy chief executive officer (Chris Tidman), chief medical officer (Adrian Harris), chief nursing officer (Carolyn Mills), chief operating officer (John Palmer), chief finance officer (Angela Hibbard), and chief people officer (Hannah Foster).

Our Oncology services are based at the Royal Devon and Exeter Hospital (Wonford) (RD&E) and North Devon District Hospital (NDDH), and sit within the Clinical Specialist Services Care Group.

The medical directors are Ms Cheryl Baldwick and Dr Gareth Moncaster (Northern services including NDDH) and Dr Karen Davies (Eastern services including RD&E). All permanent medical staff are members of the Medical Staff Committee which has an elected Chairperson who represents the group at the Trust Management Committee.

**More information about our structure and services can be found on the Trust website at [www.royaldevon.nhs.uk](http://www.royaldevon.nhs.uk)**

## The Department of Oncology

The Department was designated a Cancer Centre in November 1996 and serves the districts of Exeter and North Devon. It is based at the Royal Devon & Exeter Hospital, Eastern site and provides a fully integrated and comprehensive service for the treatment, care and support of cancer patients. Approximately 2,400 new patients are seen per annum, mainly from the districts of Exeter and North Devon with some coming from South Devon and Somerset.

The Department has an out-patient department with three consulting suites with six examination rooms, three additional clinical rooms and a counselling room. Additional clinic space is being developed to support ongoing use of virtual consultations. We also have access to 3 clinic rooms in the community hospital at Ottery St Mary alongside the outreach chemotherapy service to facilitate treatment away from the main site. There is a full supporting staff of nurses, radiographers, administrative, clerical and secretarial staff.

In-patients are accommodated in the Oncology Ward (Yeo), adjacent to the Oncology Centre. There are twenty-three beds including a shielded room for unsealed radioactive source treatments, and a larger side-room designed for TYA patients which can also be used for end of life care allowing for the accommodation of relatives. There is a dedicated Day Case Chemotherapy unit on Cherrybrook Ward, immediately opposite the Outpatient Department. Outreach chemotherapy to enable patients to receive chemotherapy closer to their homes is available in our community hospitals in Ottery St Mary. Systemic anti-cancer therapies (SACT) administration is carried out by specialist nurses who liaise closely with medical staff, linking day case, out-patient and in-patient services. Electro-chemotherapy, TVEC administration and ambulatory home infusion chemotherapy is available and there is a nurse led PICC Line service. There is a dedicated Cancer Support and Information Centre, provided by FORCE, within the hospital grounds close to the Oncology Centre. Counselling, aromatherapy, reflexology and other support services are also available at FORCE. We have a dedicated consultant-led Enhanced Supportive care team

including one part-time consultant, a nurse, physiotherapist, dietician, occupational therapist and psychologist on hand to support all cancer patients.

There is an active Clinical Trials Unit with research nurses and radiographers which supports participation in the full range of NCRN and commercial trials. As a result, Exeter makes a major contribution to the Peninsula Network's position as a leading contributor to trial recruitment. There are likely to be further opportunities to collaborate with Exeter University to develop the trial portfolio further.

The radiotherapy and oncology service was relocated to a new site as part of the Wonford rebuild in the summer of 1995. The Department was newly equipped providing all routine forms of radiotherapy including CT planning and external beam radiotherapy and high dose rate remote after loading brachytherapy. There are currently three Trubeam linear accelerators (which have MLC, dual energy photons and electrons in addition to on board imaging capacity enabling image guided treatment, 6 degrees of freedom couches) commissioned between June 2020 and June 2022. An Out of Hours radiotherapy service is in place for emergency treatment at weekends/ bank holidays covering Northern and eastern services as well as South Devon. We use the Eclipse planning system; and have a dedicated CT scanner with 4D imaging for radiotherapy planning which has also recently undergone replacement in 2024 and a high dose rate Flexitron. We are engaged with the recommendations regarding modernising radiotherapy across the south-west network and undertake regular peer review with site-specific meetings.

We are commissioned for lung SABR and SABR for oligometastatic disease lung, bone and nodal. We have an active HDR brachytherapy service including prostate, cervix (interstitial and intra-cavity), oesophagus as well as some palliative other sites.

A Quality Assurance system for Exeter Oncology Centre, Radiotherapy and Medical Physics has been developed. ISO 9002 accreditation was initially awarded by Lloyds Register in QA in November 1998 and the Department have maintained accreditation under ISO9000/2000 since 2002.



Hostel beds for self-caring ambulant patients attending for radiotherapy are available.

## Consultant Staff

### Medical Oncologists

Dr Petru Belitei MRCP

Dr. Mark Napier FRCP (Medical School Lead)

Dr Lynsey Drewett

Dr Kate Scatchard PhD FRCP (Clinical Director for Oncology and Haematology)

Dr Cleo Solomon (AOS Lead)

Dr Peter Stephens PhD MRCP (Chemotherapy Governance and TYA Lead)

Dr Juliette Hamilton

Dr Sarah Welsh

### Clinical Oncologists –

Dr Peter Bliss FRCP FRCR,

Dr Victoria Ford MRCP FRCR

Dr Jenny Forrest MRCP FRCR

Dr Ian Fraser MRCP FRCR (Radiotherapy Governance Lead)

Dr Andrew Goodman MRCP FRCR,

Dr Chris Hamilton MRCP FRCR

Dr David Hwang MRCP FRCR

Dr Anne McCormack MRCP FRCR

Dr Melanie Osborne MRCP, FRCR,

Dr Rajaguru Srinivasan MRCP FRCR

Dr Matthew Mooney MRCP FRCR

Dr Hannah Simonds MRCP FRCR

Dr Mohini Varughese FRCP FRCR (Research Lead)

Dr Nishanti Silva MRCP FRCR (Educational Lead)

### Consultant Radiographers

Lee Merry (Urology)

Simon Coughlin (Breast)

### Nurse Consultant

Rachael Morgan-Lovatt (Breast)

### Specialist Doctor - Medical Oncology

Dr San Aung (Urology)

The senior staff are currently supported by the following Junior Doctors:

Four Clinical Oncology Specialist Registrars and three Medical Oncology Registrars (Peninsula rotation).

We are continuing to support the expansion of medical and clinical oncology training across the Peninsula network as further numbers are released by Health Education England. Consultants are expected to be involved in the clinical and educational supervision of our trainees.

Other Doctors in Oncology:

Dr Lyndon Ridges-Jones - clinical oncology middle grade (supports other registrars)

Dr Natalie Nityey - medical oncology middle grade

Dr Ahmed Zakhari (junior doctor on ward)

Dr Emma Monteith (junior doctor on ward)

IMT 1/ 2 Oncology rotational post

Joe Kateb - Physician Associate

## North Devon Cancer Unit

This designated Cancer Unit based at North Devon District Hospital, Barnstaple has a population of 150,000. Improved communications have contributed to the growing influx of people to the District which is a popular recreation and retirement area. Barnstaple is an ancient borough and a light industrial market town centre with a predominantly rural community. The district is bounded to the north by 50 miles of spectacular coast-line from Lynton to Bude, to the East by Exmoor National Park, to the West by Cornwall and to the South by the rolling hills of mid-Devon beyond South Molton and Holsworthy.

Northern Devon Health Care Trust was established in 1991 as a combined hospital and Community Trust. North Devon District Hospital has 450 acute beds covering all specialties, except Cardio-thoracic and Neuro-surgery. RDE and North Devon have worked together closely for many years and formally merged in April 2022 to become the Royal Devon University Hospitals NHS Foundation Trust.

North Devon District Hospital was designated as a Cancer Unit in 1997. A purpose-built Chemotherapy Unit was opened in 2016. All day case chemotherapy for the major tumour sites is conducted with Pharmacy support in the Chemotherapy Unit and administered by Chemotherapy Nurse Specialists. There are over 250 attendances at the Chemotherapy Unit each month. Inpatients remain under the care of the admitting physician.

### Medical Staffing

#### Clinical Oncology

Two Clinical Oncologists – Dr Ford (one day alternate weeks), and Dr Varughese (one day) visit North Devon District Hospital from Exeter Oncology Centre.

#### Medical Oncology

Dr. Petru Belitei (one day), Dr Peter Stephens (one day, Lead Clinician in the North), Dr Kate Scatchard (one day) Dr. Juliette Hamilton (one day), Dr Cleo Solomon (one day).

There are 1.8 WTE staff grades in Medical Oncology with a plan to recruit to a third post. From August 2024 there will be a F1 oncology post who will support the AOS team and chemotherapy unit in addition to spending some time with the palliative care team within the hospital and community. There is a nurse consultant (AOS) and a number of non-medical prescribers (nurse and pharmacist) who support the medical team with pre-treatment assessments of patients on treatment.

Junior Doctors: the Seamoor unit is supported by staff grades Dr Beth Kershaw and Dr Ezzine Edoh. Dr Kershaw also runs the non-specific pathway.

Other support staff: Naomi Clatworthy runs the AOS team as a nurse consultant and also undertakes out-patient clinical reviews. Nyasha Manomano is our specialist cancer pharmacist and also a non-medical prescriber supporting out-patient reviews of patients on treatment.

## Other Key Specialities:

Site specialisation is practised with Joint Gynaecological & ENT Clinics held with surgical colleagues. Regular Multi-disciplinary meetings in Breast Cancer, Upper Gastro-intestinal Cancer, Colorectal Cancer, Chest Malignancies, Urological Cancer, Neurological Cancer, Thyroid Cancer, Sarcoma, Skin Cancers and Haematological Oncology are held with Specialist Physicians, Surgeons, Radiologists and Histo-pathologists.

## Palliative Medicine:

The Enhanced Supportive Care service is led by Dr Niranjali Vijeratnam in Exeter and provides early palliative care to oncology patients undergoing treatment within the Trust.

The Exeter and District Hospice is situated in the Grounds of the Royal Devon & Exeter Hospital supporting a network of Community Palliative Care Nurse Specialists. The Consultants, Dr Jenny Hayes, Dr Cate O'Neill and Dr Rebecca Baines contribute to the acute oncology team and are available to review

inpatients in the acute trust. They provide out of hours on call cover. There is a Specialist Registrar in Palliative Medicine rotating with Plymouth.

## **Nursing Staff and Radiography Staff:**

The Senior Nurse for Oncology and Haematology is Ms Tina Grose. There are a number of tumour site specific nurse specialists and specialist nurses in acute oncology and immunotherapy. There is a dedicated Oncology Ward, Yeo Ward, where there is a nursing establishment of 26.31 WTE nurses, and a dedicated day case unit, Cherrybrook, with 17.42 WTE nurses, supporting day case and outpatients and four advanced nurse practitioners to support AOS.

The Oncology Centre is managed by Superintendent Radiographer Miss Helen Slaney who heads a staff of 42 WTE Radiographers. There are Superintendents with responsibility for Planning and Simulation, Q A and Brachytherapy, and Treatment. There are Radiographers with specialist interest in Head and Neck Cancer and Gynaecological Cancer. Pre-treatment radiographers are involved in the setting up of patients for all cancer sites including marking up breast patients. There is also a liaison radiographer who sees patients on-treatment.

## **Psycho/Social Support:**

A Psycho-Oncology Group has been established to develop and co-ordinate patient services. Three full-time patient support specialists and counsellors and a Cancer Support and Information Centre are funded by the local Cancer Charity FORCE (Friends of the Oncology Radiotherapy Centre in Exeter). We have just appointed a cancer psychologist jointly with FORCE to support our more complex patients and provide staff clinical supervision.

## **Clinical Research:**

The Royal Devon & Exeter is a leading contributor in the Peninsula to Cancer Clinical Trials. There is a Clinical Research Manager (Ingrid Seath) with a

complement of full and part-time Clinical Research Nurses one Clinical Research Radiographer, one data manager and 2 trials administrators. The Unit participates in a wide range of national clinical trials, expanded access programmes and commercial studies. Because of the importance of participation in clinical trials, it has been agreed with R & D that this activity is subsumed within normal clinical activity.

## **Diagnostic Support**

A full range of diagnostic services including MRI and Spiral CT Scanning Nuclear Medicine, Ultrasound and Specialist Pathology Services including a tumour marker service are available. Molecular genetic testing (excluding FISH) is available on site. The Trust was the lead AHSN site for the 100,000 Genome project. A PET-CT scanner has been commissioned at the medical school which is be available for research projects.

## **Pharmacy:**

A full aseptic compounding facility is available with dedicated Oncology/ Haematological Pharmacists who are responsible for day to day cytotoxic chemotherapy services and some Clinical Research Trials.

## **Medical Physics & Bio-engineering**

This is situated in the Exeter Oncology Centre providing a full range of services to the Oncology Department and Medical Equipment Services to the Trust.



## Administration and Secretarial Support

You will undertake administrative work associated with your clinical and other professional work. Adequate

time and facilities for clinical administration, including appropriate office space, secretarial support and access to a personal computer, software and internet access, will be available.



## Supporting Professional Activities

You will participate in a variety of professional activities (SPA) to support your personal clinical practice and the overall work of the department and Trust. All consultants receive 1.5 SPA sessions for generic non-clinical work. This includes, but is not limited to:

- Appraisals, job planning and revalidation
- Personal and professional development, including service development
- Professional administration, including related correspondence
- Clinical supervision of junior staff and other educational activities
- Governance and quality improvement activities
- Departmental, divisional and other clinical or managerial meetings

Further details are published in the job planning policy.

## Continuing Professional Development

The Trust supports the requirements for continuing professional development (CPD) as laid down by the Royal College of Radiologists and is committed to providing time and financial support for these activities.

## Revalidation

The Trust has the required arrangements in place, as laid down by the Royal College of Radiologists, to ensure that all doctors have an annual appraisal with a trained appraiser, and supports doctors going through the revalidation process.

## Research

Investigator-led and clinical trial research has a prominent place in the Royal Devon. Patients are given the opportunity to participate in a wide number of studies.

The University of Exeter Medical School has an excellent research reputation from basic biomedical research through to patient-centred research. The group is supported by the University of Exeter and NIHR biomedical research centre and currently provides research training to three PhD students and two visiting fellows.

The Research, Innovation, Learning and Development (RILD) building on the RD&E Wonford site is a £27.5m development which consists of the Wellcome Wolfson Centre for Medical Research, the National Institute for Health Research (NIHR), Exeter Clinical Research Facility and a new Post Graduate Education Centre. The RILD is now home to a number of the Medical School's laboratory-based research teams, comprising both clinical research areas and class two and three medical research laboratories, complete with offices, meeting rooms and write-up areas.

Active assistance in the planning and design of research projects is available from the Research and Development Support Unit based on the RD&E Wonford hospital site. The Trust has an active

academic strategy to facilitate research, development and teaching.

Candidates who wish to pursue a research interest alongside their clinical work will be strongly encouraged by the department and are eligible for support from the University of Exeter Medical School.

## University of Exeter Medical School

The University of Exeter is high-ranking in both UK and global standings and is a member of the Russell Group of leading research-based institutions. It has ambitious plans for the future and has invested heavily in its facilities in recent years.

The Medical School's cutting-edge research is driven by important clinical questions. It focuses on translational and applied research in areas of greatest health burden and greatest opportunity for scientific advance, principally: diabetes, cardiovascular risk and ageing; neurological disorders and mental health; environment and human health; and health services research. It spans basic through clinical science to clinical trials and health policy.

UEMS delivers two highly-regarded and innovative undergraduate degrees: the BSc in Medical Sciences and Bachelor of Medicine, Bachelor of Surgery (BMBS). In addition, the Medical School offers a range of postgraduate programmes and courses. The curriculum reflects today's evolving models of care and patient experience in acute, primary and community care settings.

Building on the excellent educational reputation of the Peninsula College of Medicine and Dentistry and using problem-based learning in small groups, the BMBS programme reflects the belief that doctors need to adopt a socially accountable approach to their work and to understand the human and societal impact of disease as well as the community-wide context of contemporary healthcare provision.

UEMS graduates will be both capable and confident, whether they are clinicians, managers, educators or researchers and will be committed to life-long scholarship. Years one and two of the BMBS programme are based at the St Luke's Campus in Exeter and lay the scientific foundations for the future years of the course. There is clinical contact from year one and students begin acquisition of a range of transferable skills, learning science within a clinical context.

UEMS students spend years three and four of their programme at the Royal Devon and Exeter (Wonford) Hospital and North Devon District Hospital, as well as at the Royal Cornwall Hospital in Truro and in their surrounding general practices and community health environments.

The consultants in the Oncology Department are all involved in teaching students. The postholder is encouraged to develop interests in education and training and there are many opportunities to develop these interests both locally and more widely.



## Outline Job Plan

A provisional outline job plan is included but is subject to modification. The individual job plan and detailed timetable will be discussed with the successful candidate. Special interests will be accommodated where they are compatible with service requirements.

It is expected that the initial job plan will be agreed within three months of the start date and will be reviewed annually or earlier, if necessary.

### ON-CALL ROTA

The postholder will participate in the on-call rota currently at a 1 in 16 frequency with prospective cover for the telephone out of hours advice service. In addition, there is a 1 in 16 weekend service in Exeter to review in-patients and cover emergency radiotherapy for the region. When a medical oncologist is providing weekend cover emergency radiotherapy cover will be provided by a clinical oncologist.

## Provisional Timetable

Example 1 - Head and Neck, Thyroid and Upper GI

Day	Time	Location	Work	No. of PAs	Category – Direct Care / Supporting	Annualised PAs
Monday	08:00-08:30	floating	Consultant handover	0.125	DCC	2.25 DCC
	8:30-10:30	floating	Head and neck MDT	0.5	DCC	
	10:30-11:30	office	Peer Review	0.25	DCC	
	11:30-12:30	office	admin	1	DCC	
	12:30-13:30	ward	Ward round	0.25	DCC	
	13:30-17:00	OPD	Head and Neck/thyroid clinic	1.125	DCC	
Tuesday	8-13	OPD	clinic	1.25	DCC	2 DCC
	13-14	floating	admin	0.25	DCC	
	14-16	floating	planning	0.5	DCC	
Wednesday	09:00-12	office	planning	0.75	DCC	2 DCC
	12-13	office	admin	0.25	DCC	
	13-17	OPD	clinic	0.75	DCC	
Thursday	09:00-09:30	office	admin	0.25	DCC	1.75 DCC
	09:30-12:30	OPD	NP Clinic	1	DCC	
	12:30-14:00	floating	UGI/thyroid MDT	0.375	DCC	
	14:00-14:30	floating	admin	0.125	DCC	
	14:30-15:30	ward	Ward round	0.25	DCC	
	15:30-16:00	office	SMDT UGI	0.125	DCC	
Friday	09:00-11:00	Floating	SPA	0.5	SPA	0.25 DCC
	11:00-12:00	floating	admin	0.25	DCC	
	12:00-16:00	floating	Journal club/ radiotherapy governance/ SPA	1.0	SPA	1.5 SPA



Weekend/ Bank Holiday				0.41		0.41 DCC
Direct clinical care						8.66
Supporting professional activities						1.5
Total						10.16

## Example 2 - Head and Neck, Thyroid and Skin

Day	Time	Location	Work	No. of PAs	Category – Direct Care / Supporting	Annualised PAs
Monday	8-9:00	floating	Dept meeting	0.25	SPA	2.25 DCC 0.25 SPA
	9-11:00	floating	Head and neck MDT	0.5	DCC	
	11-13:00	office	Peer Review	0.5	DCC	
	13-14:00	office	admin	0.25	DCC	
	14-17:00	OPD	Head and Neck/thyroid clinic	0.75	DCC	
	17-18:00	MDT	Skin MDT	1.125	DCC	
Tuesday	8-10:00	Floating	SPA/Consultant Meeting	0.5	SPA	0.5 DCC
Wednesday	10-11:00	Floating	admin	0.25	DCC	1.75 DCC
	11-13:00	Floating	Planning	0.5	DCC	
	13-14:00	ward	Ward round	0.25	DCC	
	14-17:00	OPD	Clinic	0.75	DCC	
Thursday	08:30-09:30	Floating	admin	0.25	DCC	2.25 DCC
	09:30-12:30	Floating	planning	0.75	DCC	
	12:30-13:30	Floating	Thyroid MDT	0.25	DCC	
	13:30-17:30	OPD	Clinic	1.0	DCC	
Friday	12:00-13:00	office	admin	0.25	DCC	0.5 DCC
	13:00-14:00	ward	Ward round	0.25	DCC	
	14:00-17:00	floating	SPA	0.75	SPA	0.75 SPA
Weekend/ Bank Holiday				0.41		0.41 DCC
Direct clinical care						7.16
Supporting professional activities						1.5
Total						8.66



# Person Specification

Applicants must demonstrate on the application form that they fulfil all essential criteria to be considered for shortlisting. Appointment is subject to pre-employment checks, including occupational health, DBS checks and a minimum of three satisfactory references, including one from your current Responsible Officer.

Requirement	Essential Attributes	Desirable Attributes
<b>Qualifications and Training</b>		
Professional qualifications	<p>Primary Medical Qualification (MBBS or equivalent).</p> <p>Applicants must have completed specialist training in Clinical Oncology including completion of FRCR exams prior to taking up the appointment.</p>	<p>An appropriate higher degree or qualification (MD, PhD or equivalent).</p> <p>Qualification in Teaching and Learning.</p>
Professional training and memberships	<p>Full GMC registration and licence to practise.</p> <p>Entry on Specialist Register for Clinical Oncology via:</p> <ul style="list-style-type: none"> <li>• CCT (proposed CCT date must be within 6 months of interview date)</li> <li>• CESR</li> <li>• European Community Rights</li> </ul> <p>Membership of Royal College of Radiologists or equivalent qualification.</p>	
<b>Clinical Experience</b>		
Employment	<p>Evidence of completion of a comprehensive broad-based training programme at specialty registrar level (or equivalent).</p> <p>or</p> <p>Clear demonstration of equivalent experience, with a minimum of six years at a level comparable with or senior to specialty registrar.</p> <p>Evidence of training in Clinical Oncology</p> <p>Career progression consistent with personal circumstances.</p>	
Clinical knowledge and skills	<p>Demonstrates ability to fulfil clinical oncology duties at a consultant level. Able to take full and independent responsibility for clinical care of patients and provide an expert clinical opinion on a range of problems.</p> <p>Demonstrates a clear, logical approach to clinical problems and an appropriate level of clinical knowledge.</p> <p>Able to prioritise clinical need.</p> <p>Caring approach to patients.</p>	<p>Demonstrates awareness of breadth of clinical issues</p> <p>Clinical feedback from colleagues and patients</p>
<b>Requirement</b>	<b>Essential Attributes</b>	<b>Desirable Attributes</b>

**Non-clinical skills**

Teaching	Evidence of previous teaching and training experience. Willingness and ability to contribute to departmental and Trust teaching programmes.	Defined educational roles or qualifications. Evidence of teaching of undergraduates, junior doctors and multi-professional groups.
Management of change and quality improvement	Demonstrates clear understanding of quality improvement and clinical governance within the NHS. Demonstrates willingness to implement evidence-based practice. Evidence of effective personal contributions to clinical audit, governance, and risk reduction.	Evidence of innovative development and implementation of guidance. Evidence of involving patients in practice development.
Innovation, research, publications and presentations	Understanding of the principles of scientific method and interpretation of medical literature. Demonstrates a critical and enquiring approach to knowledge acquisition. Demonstrates understanding of the research governance framework.	Recent evidence of relevant research, presentations or publications.
Management and leadership experience	Demonstrates familiarity with and understanding of NHS structures, management and current political issues, including an awareness of national strategic plan and constraints. Demonstrates willingness to lead clinical teams and develop an effective specialist clinical service.	Experience of formal leadership roles or training.
Communication and personal skills	Good spoken and written English language skills. Communicates effectively with patients, relatives, colleagues, GPs, nurses, allied health professionals and outside agencies. Evidence of ability to work with multi-professional teams and to establish good professional relationships.	Evidence of patient and colleague feedback. Excellent presentation skills, engages audience.

**Other requirements**

Motivation and management of personal practice	Punctual and reliable. Good personal organizational and prioritization skills, achieve deadlines. Takes responsibility for personal practice and is able to cope well with stressful situations. Commitment to continuing medical education and professional development. Flexible and adaptable attitude.	Demonstrates initiative in personal practice. Willingness to undertake additional professional responsibilities at local level.
Commitment to post	Demonstrates enthusiasm for Devon as a place to live and work.	

## Main Conditions of Service

Appointment is to the NHS Consultant Contract (2003) under the current Terms and Conditions of Service for Hospital Medical and Dental Staff (England and Wales) and the Conditions of Service determined by the General Whitley Council for the Health Services (Great Britain). These are nationally agreed and may be amended or modified from time to time by either national agreement or local negotiation with the BMA local negotiating committee.

The employer is the Royal Devon University Healthcare NHS Foundation Trust. The appointee will be professionally accountable to the Chief Medical Officer and managerially accountable to the Chief Executive Officer.

The postholder is required to have full registration with a licence to practice with the General Medical Council and to ensure that such registration is maintained for the duration of the appointment.

## Salary Scale

This is as described in the Medical and Dental Terms and Conditions, in line with the Consultant Contract (2003). The current full-time salary scale ranges from £105,504 to £139,882 with eight thresholds. The on-call supplement is category B and attracts a supplement of 2% of basic salary.

## Leave

Annual leave entitlement is as described in Schedule 18 of the Terms and Conditions of Service: Consultant (England) 2003. Further details are available in the Senior Medical Staff Leave Policy.

Locum cover for leave will not normally be provided. It is expected that consultants within the department will coordinate leave to ensure that an appropriate level of service (emergency, urgent and routine) is maintained.

## Domicile

Consultants are expected to reside within a reasonable distance of the main acute hospital to which they are affiliated, normally within 10 miles or 30 minutes. Exceptions must be agreed with the medical director or chief executive. **A relocation package will be considered if relocation is necessary to meet these requirements.**

### Duty to be contactable.

Subject to the provisions in Schedule 8, consultants must ensure that there are clear and effective arrangements so that the employing organisation can contact a post holder immediately at any time during a period when a post holder is on-call.

## Indemnity

The post-holder is not contractually obliged to subscribe to a professional defence organisation but should ensure that they have adequate defence cover for non-NHS work.

## Mentoring

New consultants will have access to mentoring and are encouraged to take advantage of this facility. This will be arranged following discussion and mutual agreement between the individual and the medical director.

## Professional Performance

The Trust expects all doctors to work within the guidelines of the GMC Guide to Good Medical Practice. You will work with clinical and managerial colleagues to deliver high quality clinical care, within the management structure of the Trust and are expected to follow Trust policies and procedures, both statutory and local, including participation in the WHO surgical checklist.

You will be expected to take part in personal clinical audit, training, quality assessment and other professional activities, including continuing medical

education, annual appraisal, job planning and revalidation. It is expected that you will participate in multi-source feedback from both colleagues and patients. You will undertake administrative work associated with management of your clinical and professional practice.

You will be responsible for leadership of junior doctors within the specialty as agreed in your job plan and will be accountable for the effective and efficient use of any resources under your control.

You will also participate in activities that contribute to the performance of the department and the Trust as a whole, including clinical and academic meetings, service development and educational activities. Service developments that require additional resources must have prior agreement from the Trust.

## Reporting Concerns

The Trust is committed to providing safe and effective care for patients. There is an agreed procedure that enables staff to report “quickly and confidentially, concerns about the conduct, performance or health of medical colleagues”, as recommended by the chief medical officer (December 1996).

All medical staff practising in the Trust must ensure that they are familiar with the procedure and apply it if necessary.

## Serious Untoward Incidents

It is expected that you will report all risks, incidents and near misses in accordance with the Trust governance structure. You will be required, on occasion, to lead or assist with investigation of incidents and implementation of risk-reducing measures to safeguard patients, visitors and staff. You must comply with the Duty of Candour legislation.

## Research and Audit

Audit is supported by the clinical audit and effectiveness department and we encourage all levels of staff to undertake quality improvement projects. Research within the Trust is managed in accordance with the requirements of the Research Governance Framework. You must observe all reporting requirement systems and duties of action put in place by the Trust to deliver research governance.

## Safeguarding Children and Vulnerable Adults

The Trust is committed to safeguarding children and vulnerable adults and you will be required to act at all times to protect patients. The appointees may have substantial access to children under the provisions of Joint Circular No HC (88) 9 HOC 8.88 WHC (88) 10. Please be advised that, in the event that your appointment is recommended, you will be asked to complete a form disclosing any convictions, bind-over orders or cautions and to give permission in writing for a DBS check to be carried out. Refusal to do so could prevent further consideration of the application.

## Rehabilitation of Offenders

Attention is drawn to the provisions of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 as amended by the Rehabilitation of Offenders Act 1974 (Exceptions) (Amendment) Order 1986, which allow convictions that are spent to be disclosed for this purpose by the police and to be taken into account in deciding whether to engage an applicant.

This post is not protected by the Rehabilitation of Offenders Act, 1974. You must disclose all information about all convictions (if any) in a court of law, no matter when they occurred. This information will be treated in the strictest confidence.

## Health and Safety

Employees are required to take reasonable care to avoid injury or accident while carrying out their duties, in compliance with the Health and Safety at Work Act 1974, various statutory regulations, Trust and departmental guidelines, policies and procedures. This will be supported by provision of appropriate training and specialist advice.

## Infection Prevention and Control

The Trust is committed to reducing hospital-acquired infections. All staff are expected to ensure that infection risks are minimised in line with national and Trust policies and best practice. They are supported in this by the infection prevention and control team.

## Our Approach to Inclusion and Diversity

Inclusion is fundamental to our approach to organisational development, culture, service improvement, and public and patient engagement.

It is one of our core values and we have an inclusion lead to provide strategic oversight to the inclusion agenda. Our inclusion steering group is chaired by our interim CEO, Sam Higginson, and reports its progress to the Board of Directors.

Our aim is to create a positive sense of belonging for everyone, regardless of their background or identity, and to value visible and invisible differences, so everybody is respected and valued, and everyone feels comfortable bringing their whole selves to work and able to reach their full potential.

We have staff inclusion champions who provide information to colleagues and promote inclusion opportunities. We also have a range of networks which colleagues can join, including:

- Disability network
- LGBTQ+ network
- Ethnic minority network
- Neurodiversity Network

Once colleagues join us, we can share with them more information, including how to join any of these groups.







## Living in Devon

Devon offers a quality of life few other English counties can match. Where else will you find such a unique landscape that encompasses over 450 miles of dramatic coastline, rugged moorland and gently winding rivers?

Interspersed with vibrant market towns, chocolate-box villages and sleepy hamlets, it is easy to see why we are consistently voted as one of the top places to live in the country.

Devon's outdoor lifestyle is its biggest draw. This natural playground is unsurpassed with over a third of the county designated as Areas of Outstanding Natural Beauty. You'll have over 5,000 km of footpaths and 250km of off-road cycle paths to explore, not to mention endless opportunities to surf along the vast stretch of Atlantic coastline or paddleboard across tidal estuaries.

There are good transport links to the rest of Devon, including the M5 and regular trains to Exeter with its art galleries, museum and theatres. Your taste buds will find plenty to savour here too - Devon is rightly proud of the farmers and producers who make the South West one of the best regions in the UK to enjoy locally produced food and drink. Northern Devon also benefits from an excellent range of community, private schools and colleges for further education.

Whether you fancy surfing or fishing, cycling or climbing, fine dining or hearty pub fare, the county really does have it all.

**“Never let it be said, it’s all work and no play. Not here in Devon.”**

## Vibrant Cities and Friendly

### Market Towns

A thriving, forward-looking city, Exeter is home to the world-leading Met Office, boasts the UK's first leisure centre built to ultra-energy-efficient Passivhaus standard and has one of the top 20 universities in the country.

At the very heart of the city is Exeter Cathedral, an architectural gem surrounded by cobbled streets and beautiful old buildings, many of them shops and eateries. In the compact city centre, you can stroll alongside parts of the ancient Roman wall, visit the remains of Rougemont Castle or explore the depths of Exeter's historic Underground Passages. Exeter Phoenix Arts Centre and the Royal Albert Memorial Museum (RAMM), add to the cultural mix, plus you'll have performance venues such as the Northcott Theatre, the Barnfield Theatre and Corn Exchange close to the city centre.

The main shopping area provides a wide range of leading High Street brands alongside an eclectic mix of independent shops, many to be found in the narrow thoroughfares off Cathedral Close and the High Street. Nearby Fore Street is a haven for all things vintage and retro. Exeter also has a historic quayside, a great spot to sit and watch the world go by at one of the many cafes and restaurants with al fresco dining.

### Friendly Market Towns

You'll find an array of historic towns across North Devon and Torridge such as Okehampton, famed for its easy access to stunning Dartmoor. Heading towards North Devon, you'll also have delights such as the charming harbour town of Ilfracombe and the riverside port of Bideford.

More information about the area and help with relocating can be found at [www.royaldevon.nhs.uk/careers](http://www.royaldevon.nhs.uk/careers)



## Great for Families

Outstanding Ofsted-rated primary schools, high-ranking secondaries and proximity to two leading universities are some of the biggest draws to Devon, making this a desired destination for families. Whether you have young children or teenagers in tow, the sheer quality of education and extra-curricular activities available are guaranteed to impress.

## Living and travelling

Housing wise, housing stock is diverse, with everything from thatched moorland cottages to Georgian townhouses and contemporary builds. Time and distance are different here, too. Many residents in this – the fourth largest county in the UK – are happy to travel up to an hour or more for work. This means there's a great deal of choice when it comes to finding somewhere to live.

Transport links are also good. The county has more than 8,000 miles of road – the largest road network anywhere in the country, although (it has to be said) many are narrow Devon lanes.

From Exeter's main station, Exeter St David's, there are fast and frequent rail services to Bristol (one hour), London (around two hours to Paddington) and Birmingham (under three hours to Birmingham New Street). Exeter itself has an impressive rail network with no fewer than nine stations serving different parts of the city. There are a number of branch lines providing services to Mid and North Devon, Dartmoor and the Exe Estuary. Exeter International Airport provides flights to numerous destinations throughout the UK, Europe and even North America.

## Support with relocation

Our People Teams will help you get settled, providing financial relocation support, help with somewhere to live, registration for children at one of the excellent local schools and support for partners seeking employment.

## Contacts

The Trust welcomes informal enquiries.  
Contact names are detailed below:

### **Chief Executive Officer**

Sam Higginson

Email: penny.manley@nhs.net (PA to Chief Executive and Deputy Chief Executive)

### **Deputy Chief Executive Officer**

Chris Tidman

Email: penny.manley@nhs.net (PA to Chief Executive and Deputy Chief Executive)

### **Chief Medical Officer**

Prof Adrian Harris

Email: rduh.cmooffice@nhs.net

Clinical Director for Oncology and Haematology

Dr Kate Scatchard

Tel: 01392 406170

Email: Kate.scatchard@nhs.net

Lead Clinician in Oncology:

Currently vacant

Cluster Manager - Cancer Services (Eastern):

Ms Amy Fullick

Tel: 01392 406518

Email: amy.fullick@nhs.net

### **Medical Director – Northern services**

Dr Ms Cheryl Baldwick and Dr Gareth Moncaster

Email: rduh.cmooffice@nhs.net

### **Medical Director – Eastern services**

Dr Karen Davies

Email: rduh.cmooffice@nhs.net

### **Executive and Specialist Recruitment Lead**

Emily Simpson

Email: emily.simpson21@nhs.net

Tel: 07958 931414

### **ROYAL DEVON AND EXETER HOSPITAL**

Barrack Road

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