

BETTER TOGETHER



Royal Devon  
University Healthcare  
NHS Foundation Trust

# Consultant Information Pack

Consultant in Orthodontics

 [royaldevon.nhs.uk/careers](https://royaldevon.nhs.uk/careers)

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## JOB TITLE

Consultant in Orthodontics

## DATE OF VACANCY

1 May 2025

## BASE

Royal Devon and Exeter Hospital  
(Heavitree)

# 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.

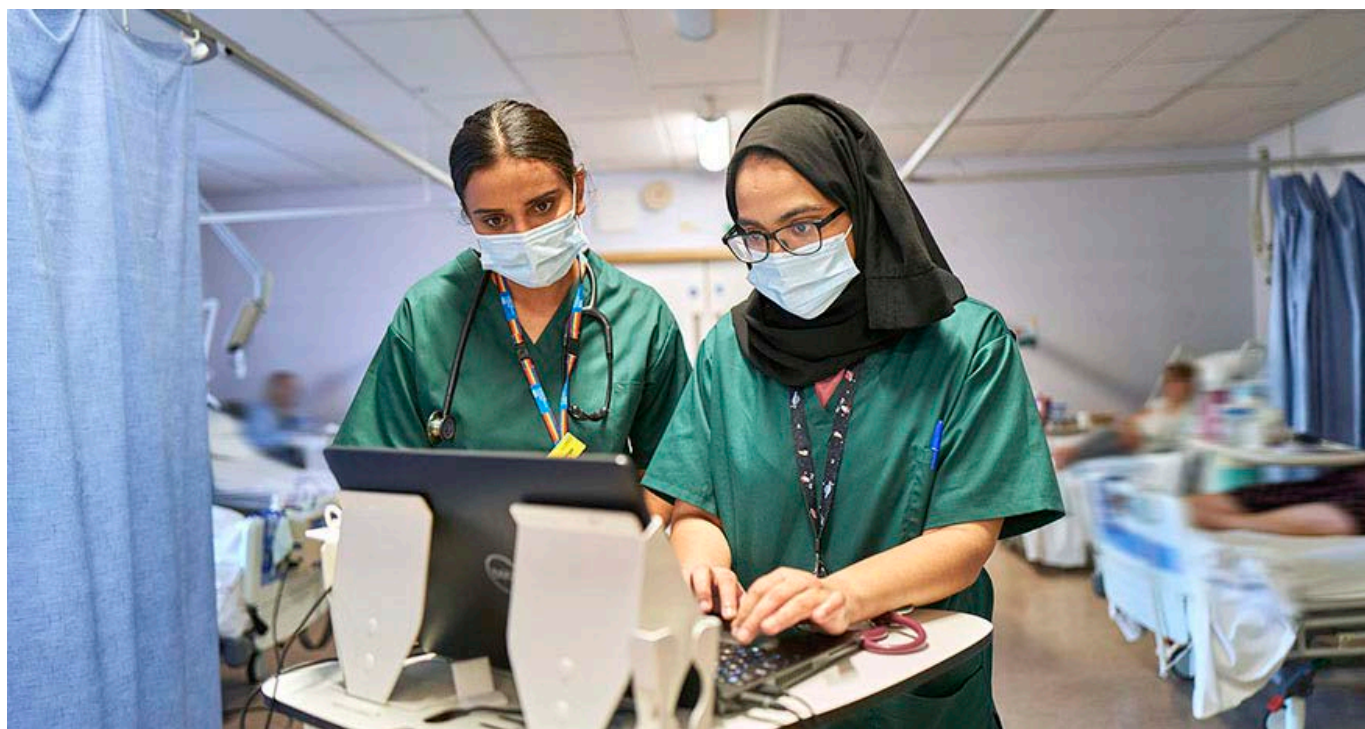
Our Trust is a special place to work. We foster creativity, innovation and a personal approach to high-quality patient care. We are proud of our Orthodontic department, which is nationally recognised for its multidisciplinary specialist clinical care and research activity. We are committed to further 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 Orthodontics at both the basic and higher level (or be about to complete) 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 Consultant Orthodontist to join the team.

The post is arising due to the planned retirement of an esteemed and valued colleague. The successful appointee will join an established team of 2 part-time and one full time Consultant Orthodontists, together with two specialty trainees and the successful development of orthodontic therapists integrated into the team. Royal Devon University Healthcare NHS Foundation Trust was established in April 2022, bringing together the expertise of both the former Royal Devon and Exeter NHS Foundation Trust and Northern Devon Healthcare NHS Trust. The Trust's Eastern services are based at The Royal Devon and Exeter Hospital, (Heavitree), while its Northern Services are based at North Devon District Hospital, Barnstaple. The current post will include clinical duties at both hospitals on a weekly basis.

Our Orthodontic 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.** The Royal Devon is proud to be an innovative and research-active organisation. The appointee will be encouraged to participate in clinical research and service innovation. The Trust hosts the National Institute of Health Research Clinical Research Network (South West Peninsula) and the appointee will be supported and encouraged to recruit participants to appropriate clinical trials.

All research undertaken must comply with Trust policy on Research & Development. Trust policy and guidelines are available on the Trust's Intranet site and specify compliance with the Research Governance Framework for Health and Social Care.

The successful candidate will be expected to participate in, and in some cases lead on, improvement and innovation activity. Where such activity creates potential new intellectual property, this must comply with Trust policy on Innovation and Intellectual Property.]

**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.**

**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 Orthodontic services are based at the Royal Devon and Exeter Hospital (Heavitree) (RD&E) and North Devon District Hospital (NDDH), and sit within the surgery care group.

Our Trust wide operational service structure is divided into five care groups, each with a medical director, a care group director and a director of patient care. For surgery care group, the medical director is Dr Karen Davies. 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)**

Organisationally, Orthodontics sits as a specialty within the Surgery Care Group. The Division provides a broad range of adult and paediatric surgical services to the population of Devon and when required from further afield including Cornwall, Somerset, Dorset and the Channel Islands. Approximately 47,000 elective and emergency surgical episodes of care are undertaken across the main Wonford site, Heavitree Day Case Unit and four community day-case units. Specialties provided include Trauma and Orthopaedics, General Surgery, Vascular Surgery, Urology, Ophthalmology, Plastics, Breast, complex Head and Neck Reconstructive Surgery and a comprehensive Oral and Maxillofacial Surgery service.

Our Orthodontic services are based at Royal Devon and Exeter Hospital, (Heavitree) and North Devon District Hospital (NDDH), and sit within the Surgery Division. Heavitree Hospital as a whole is an outpatient facility and is the base for services such as Orthodontics, Dermatology, Fertility, Occupational Health, Glaucoma, Pain Management, Day Case Unit and Renal Dialysis.

The Orthodontic Department works closely with colleagues in Oral and Maxillofacial Surgery which is based at Wonford Hospital.

The Oral and Maxillofacial Surgery Department currently has three Consultants:

Mr Michael Esson Consultant Oral and Maxillofacial Surgeon

Mr Andrew McLennan Consultant Oral and Maxillofacial Surgeon

Mr John Bowden Consultant Oral and Maxillofacial Surgeon

In addition, two further Consultant posts are in the recruitment process.

The Consultants are supported by a team of 2 OMFS trainees (one post vacant), 2 Oral Surgery trainees, 3 Associate Specialists, 3 Specialty Doctors and 6 juniors.





## The Department of Orthodontics

The Orthodontic Department has its main base at the Royal Devon and Exeter Hospital, (Heavitree) in Exeter. This is a satellite hospital approximately half a mile from the main Wonford Hospital site. The Orthodontic Department provides a regular visiting Consultant service two days per week at North Devon District Hospital, Barnstaple.

The orthodontic team includes;

3 consultants; Ms Louise Kneafsey (medical lead), Mrs Amelia Jerreat and Dr Jenifer Jopson

2 specialty registrars

2 orthodontic therapists that support the clinics in Exeter and Barnstaple.

Chairside support is provided by an extensive team of 18 experienced Specialist Dental Nurses, shared with colleagues in Oral and Maxillofacial Surgery.

All orthodontic laboratory work is undertaken in-house by a team of two experienced orthodontic technologists, who also travel to Barnstaple to support Consultant clinics there.

The Orthodontic Departments in Exeter and Barnstaple cover all aspects of Secondary Care Orthodontics and work closely to the NHS England Orthodontic Commissioning Guide.

The Department has a well-developed orthognathic surgery service for patients with significant dental skeletal anomalies. Orthognathic surgery is undertaken by Mr Michael Esson, Consultant and Clinical Lead for Oral and Maxillofacial Surgery. There is a weekly combined orthognathic planning clinic every Wednesday morning attended by Mr Esson and a rota of the Consultant Orthodontists. Mr Esson has an all-day operating list every week largely devoted to orthognathic surgery cases. 3D orthognathic surgical planning is carried out using Synthes/Materialise to construct the surgical splints for all orthognathic cases, with the support of the on-site maxillofacial laboratory.

The department enjoys a strong working relationship with the Southwest Regional Cleft Lip Palate team based at Bristol Dental Hospital. The orthodontic lead for cleft lip and palate in Devon and Cornwall is Dr Jules Scott who is based at Derriford Hospital in Plymouth. Multidisciplinary cleft lip and palate clinics are conducted by the regional team and hosted in the Heavitree orthodontic department ten times per annum.

Currently access to specialist Restorative Dentistry services is via referral to colleagues in neighbouring hospitals in Taunton and Torbay. The Orthodontic Department at Heavitree is the base for a fortnightly visiting service by the Restorative team at Musgrove Park but the Royal Devon is working towards the appointment of an in-house Consultant in Restorative Dentistry. When this development is concluded it is likely that the Consultant in Restorative Dentistry will continue to be based in the Heavitree Orthodontic Department providing an opportunity for further development of multidisciplinary care pathways for hypodontia and other relevant conditions.

The Orthodontic Department in Exeter enjoys an enviable reputation in respect to postgraduate training in orthodontics and has had a fully funded ST1-3 post since 1997 linked to the Bristol University Postgraduate Orthodontic (DDS) Programme. An additional ST4-5 post was established in 2020 which is also now fully funded by Health Education England, support which recognises the high-quality training delivered by the department. The department has an unbroken record of 100% success in passing college exams at first sitting and completion of specialist and higher speciality training. Due to lack of applicants at National recruitment for ST4, both the ST1-3 post and the S4-5 post have been converted to fully funded ST1-5 run through training posts.

The department provides educational opportunities to undergraduate students from Peninsula Dental School in the form of visits to the department by third- and fifth-year dental students. Feedback from the students has always been exceptionally positive.

## Royal Devon and Exeter Hospital

The Orthodontic department enjoys its own dedicated outpatient clinic suite. This comprises an open plan, air-conditioned clinic with seven fully equipped A-Dec dental chairs and associated support equipment. The facility presents a calm and welcoming environment for the delivery of orthodontic clinics whilst also facilitating oversight of trainees.

There is an additional single surgery which is primarily utilised by the Oral and Maxillofacial Surgery Department to provide consultations and outpatient procedures under local anaesthesia with or without intravenous or inhalational sedation.

Within the open plan clinic area there is an additional screened recovery bay to allow for the postoperative recovery of sedated patients.

The Orthodontic Department has an on-site OPG and intra oral x-ray facility, and most dental nurses are trained in dental radiography and can provide an efficient, on demand service for such radiographs. The Trust has shown commitment to this aspect of service through supporting many dental nurses through dental radiography training in recent years.

Access to lateral cephalogram radiographs and cone beam CT is available on request from the main radiography department at Wonford hospital.

There is an on-site orthodontics laboratory within the departmental template, with two fully trained orthodontic technologists. The lab constructs all departmental appliances, retainers and study models to a high specification.

## North Devon District Hospital

The orthodontic clinic is based in a bespoke outpatient clinic shared with colleagues from Oral & Maxillofacial surgery who also visit North Devon District Hospital on a weekly basis. At North Devon District Hospital clinics are supported by a local team of seven specialist dental nurses and a departmental medical secretary.

Within the outpatient department there are all the necessary support facilities such as waiting area, reception and office space together with an orthodontic laboratory for the construction of appliances and same day retainers.

Access to OPG, intra-oral, lateral cephalogram radiographs and cone beam CT is available on request from the main radiography department at North Devon District Hospital

## Administration and secretarial support

Administrative, secretarial and reception cover is provided by two medical secretaries and a rota of reception staff for all clinics.

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 full-time consultants receive 1.5 core 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 Surgeons 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 Surgeons, 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 Royal Devon is proud to be an innovative and research-active organisation. The appointee will be encouraged to participate in clinical research and service innovation. The Trust hosts the National Institute of Health Research Clinical Research Network (South West Peninsula) and the appointee will be supported and encouraged to recruit participant to appropriate clinical trials.

The department provides educational opportunities to undergraduate students from Peninsula Dental School in the form of visits to the department by third- and fifth-year dental students.

All research undertaken must comply with Trust policy on Research & Development. Trust policy and guidelines are available on the Trust's Intranet site and specify compliance with the Research Governance Framework for Health and Social Care. The successful candidate will be expected to participate in, and in some cases lead on, improvement and innovation activity. Where such activity creates potential new intellectual property, this must comply with Trust policy on Innovation and Intellectual Property..

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.



## Outline job plan

### CLINICAL DUTIES

The post is based at the Orthodontic Department at Heavitree Hospital, part of the Royal Devon University Healthcare NHS Foundation Trust.

An essential component of this post is to provide a weekly Consultant Orthodontist service at North Devon District Hospital, Barnstaple (which is also part of RDUH NHS FT). This is timetabled for Thursdays each week to integrate with the other timetabled activities in the department in Barnstaple.

The appointee will be expected to have expertise in the management of orthodontic patients and problems appropriate to secondary care, including multidisciplinary management of complex cases.

The appointee will undertake administrative duties associated with the running of their clinical work and will be job planned to do so.

Additional recognised responsibilities may be negotiated over time and would which come with their own PA allocation agreed through the job planning process and reflected within the appointee's job plan.

### EDUCATION AND TRAINING

The appointee will be expected to play a full part in the educational activities of the department. This will include teaching postgraduate trainees of all grades and undergraduate dental students during visits from Peninsula Dental School. Clinical supervision of the two formal trainees is normally provided by all the Consultant Orthodontists in parallel to their own clinical activities. Mrs Jerreat and Ms Louise Kneafsey are currently the Educational Supervisor for the ST1-5 trainees. It is anticipated that the appointee to the current post would become a Clinical Supervisor for both trainees in the first instance, and support would be provided to achieve the necessary accreditation to fulfil that role.

### EMERGENCY ON-CALL AND COVER FOR COLLEAGUES

This post does not require any on-call or emergency cover but all the consultants of the department are expected to coordinate planned leave to ensure a continuity of service, and to support where required for unexpected short notice absence of colleagues.

## **CLINICAL AUDIT**

In Exeter, there is a rolling programme of audit sessions within the Surgery Care Group when clinical activity is stood down to facilitate the audit programme. Orthodontics has not traditionally participated in this and has pursued clinical audit on a sub-regional basis with consultant colleagues from other units in Devon and Cornwall. In the post pandemic period there has been a transition towards more emphasis on in-house departmental audit, although meetings are held twice per annum with regional colleagues.

## **GOVERNANCE**

Clinical governance is organised at Specialty, Care Group and Trust levels. Currently Orthodontic Specialty Governance Meetings occur four times per annum in accordance with a trust wide format. This group reports upwards to the Surgery Care Group Governance Group as appropriate. At the time of writing Clinical Governance is being re-launched under the title of "Patient Safety Improvement Forum". It is anticipated that the transition to this new arrangement will be under way by the time of appointment to the current post.

The successful candidate will be expected to participate in, and in some cases lead on, improvement and innovation activity. Where such activity creates potential new intellectual property, this must comply with Trust policy on Innovation and Intellectual Property.

## **SUPPORTING PROFESSIONAL ACTIVITIES**

In accordance with the Trust Job Planning Policy all full-time consultants have 1.5 SPAs within their job plan. 2/3rds of this is expected to be delivered in a regular and timetabled way, on site. 1/3 can be job planned for flexible delivery. This will be reflected in the job planning process.

## **ADMINISTRATION**

The appointee will undertake administrative duties associated with the running of their clinical work.

## **LEADERSHIP AND MANAGEMENT**

The appointee will be responsible for the leadership of their team as appropriate within the specialty. Specific leadership responsibilities for areas of the service will be agreed on an individual basis and will be detailed in the post-holder's job plan.

The appointee is responsible to the Medical Lead, Clinical Director and Associate Medical Director for the effective and efficient use of resources under their control, to contribute to the planning and development of the service and to participate in directorate/departmental meetings.

This department welcomes and encourages innovation and the development of new ways of working and support would be provided to allow service changes where such changes could lead to improvements in patient care.

Consultant job plans are clearly timetabled and are scheduled and managed through Trust wide processes using "L2P" software. This post is available with a job plan attracting a 10 PA full time contract, but this could be reduced to a core part time job plan for a suitable candidate. An essential component of the job plan will be to participate in the service at North Devon District Hospital one day every week which is expected to be Thursday. Travel time from main base to North Devon District Hospital is categorised as Direct Clinical Care time. Morning clinics are four hours and afternoon clinics are three hours.

## Provisional timetable

The timetable has been drafted with the aim of meeting the current needs of the service, and coordinating the presence of the appointed Consultant with the schedules of the existing three Consultants. In this format the job plan would attract 10 PAs. Flexible working and part time job plans amounting to fewer PAs would be subject to negotiation.

Day	Morning	Afternoon
Monday	Off	Off
Tuesday	Clinic - Heavitree	Clinic - Heavitree
Wednesday	Orthognathic clinic x 1 per month Clinic - Heavitree other weeks	Core SPA
Thursday	Clinic NDDH	Clinic NDDH
Friday	Clinic - Heavitree	Clinic – Heavitree



# 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	E / D	How tested? Application form / Interview / Test
<b>Qualifications / special training</b>		
Full registration with the UK General Dental Council	E	Certificates Application form CV
Full registration on GDC Specialist Register in Orthodontics	E	
BDS or equivalent	E	
Successful completion of a SAC approved 3-year training registrar programme in Orthodontics obtaining CCST or equivalent for other European Economic Area National	E	
Successful completion of a SAC approved 2-year post CCST training (ST4/5) or equivalent (or within 6 months of completion) to Consultant level	E	
Membership in Orthodontics awarded by one of the Royal Colleges or equivalent	E	
Attainment of Intercollegiate Specialty Fellowship in Orthodontics (or within 6 months of achieving)	E	
Further postgraduate qualifications (e.g. MSc, DDS or equivalent)	D	
<b>Knowledge / skills / abilities</b>		
Wide experience in treatment of complex orthodontic cases appropriate to Secondary care	E	Application form
Ability to take full and independent responsibility for clinical diagnosis, management and care of complex orthodontic patients	E	Interview
Ability to organise and manage waiting lists and patient priorities	E	
<b>Experience</b>		
Experience of Clinical Audit / Clinical Governance	E	Application form  Interview
Experience of research and ability to apply research outcomes to clinical practice	D	
Evidence of teaching experience at undergraduate and postgraduate levels and ability to teach clinical skills	D	
Diploma in postgraduate education	D	
<b>Personal requirements</b>		

Requirement	E / D	How tested? Application form / Interview / Test
Enthusiastic, highly motivated, flexible and adaptable and committed to develop the service	E	
Able to show initiative, take responsibility and make decisions	E	
Ability to cope in stressful situations	E	Interview
Ability to work in a multi-disciplinary team	E	References
Flexibility to respond to service needs when necessary	E	
Ability to communication effectively both verbally and in writing with patients, carers, GPs, nurses and other agencies	E	
Caring attitude to patients	E	
<b>Other requirements</b>		
Computer literate and able to adapt to utilising multiple IT support systems as part of working life	E	
Committed to continuing medical education and professional development	E	Application form
Honesty and reliability	E	Interview
Able to undertake travel requirements of the post	E	References
Evidence of publication in peer-reviewed journals	D	

## 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.

## 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

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

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### **Medical Director**

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### **Medical Lead**

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### **Senior Operations Manager**

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### **Operations Manager**

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

Emily Simpson

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