

**ROYAL DEVON UNIVERSITY  
HEALTHCARE  
NHS FOUNDATION TRUST**

**Trust Doctor  
in Haematology  
(IMT3 Equivalent)**

**JOB DESCRIPTION**

## **ROYAL DEVON UNIVERSITY HEALTHCARE NHS FOUNDATION TRUST**

### **Royal Devon & Exeter Hospital**

### **SPECIALIST SERVICES DIVISION**

### **JOB DESCRIPTION**

**Applications are invited for a full-time post of Trust Doctor in Haematology based at the Royal Devon & Exeter Hospital.**

#### **THE POST**

Trust Doctor in Haematology based on Yarty Ward (inpatient Haematology ward)

#### **Relationships:**

The employer is the Royal Devon University Healthcare NHS Foundation Trust.

#### **Clinical Commitments**

These are full-time trust grade posts aimed at IMT3 level to provide medical cover for the inpatient Haematology ward within the Exeter Haematology Centre at the Royal Devon and Exeter Hospital/ day case acute assessment ward. Applicants will be expected to be fully registered with the General Medical Council. Candidates will provide occasional weekend ward cover (9am-5pm 1 in 7 weekends with half a day taken back the preceding or following week in lieu)

The appointee will be expected to participate fully in the educational and audit program of the department and the Trust. They will be expected to participate in the supervision, appraisal and training of resident doctors and medical students. Research work is encouraged and we have links with Exeter, Plymouth and Bristol Universities.

#### **Clinical Haematology**

The Clinical Haematology service at the Royal Devon and Exeter Hospital (RDE) and North Devon District Hospital (NDH) is a joint service with a catchment population of over 560,000 and provides a patient-focussed high-quality service with excellent purpose-built facilities supported by the Exeter Leukaemia Fund charity. The RDE site delivers Level 3 care including autologous stem cell transplantation. Inpatients benefit from ensuite rooms in a 13-16 bedded inpatient unit. The department diagnoses 350 new haematological malignancies per annum and provides 450 inpatient admissions, 6300-day cases and outpatient episodes on the Exeter site. Nine outpatient clinics per week are held at RDE. Disease specific clinics are offered for myeloproliferative disorders and allogeneic transplant follow-up. There are 7 WTE consultant haematologists, 2 specialist registrars, 2 part-time clinical fellows, 2 advanced nurse practitioners, 2 clinical nurse specialists and 2 ST1/2 doctors, with secretarial support and a dedicated team of chemotherapy nurses.

On the NDH site there are 5 outpatient clinics per week, where visiting consultants attend on a fixed day to provide patient continuity for outpatients or day cases. The haematology service at North Devon is level 1 and is supported by two clinical nurse specialists, a specialty grade haematologist and an F2 doctor.

#### **Laboratory facilities**

The haematology laboratory at RDE delivers 1500 blood counts per day from three Coulter counters with near patient testing for the haematology outpatient clinics. A full range of coagulation tests including factor assays, and thrombophilia tests are available. Two flow cytometers are available for research and clinical services. The molecular biology laboratory provides a range of molecular tests

including JAK-2, BCR-ABL quantitation, T cell receptor studies, immunoglobulin gene rearrangements and offers DNA sequencing with dedicated clinical scientist support (see Molecular biology website <http://projects.exeter.ac.uk/diabetesgenes/geneticslab/haematology/PeninsulaCancerNetwork.htm> ). A blood transfusion laboratory provides blood product support for the treatment of haemophilia and bleeding disorders and is actively introducing full vein to vein electronic tracking of blood. There is an active Patient Blood Management committee chaired by the lead Haematologist for Transfusion and a hospital transfusion team comprising consultant haematologist, specialty doctor in blood conservation, transfusion nurse practitioner, blood transfusion manager, and haematology laboratory manager.

### **Education and Training**

There are a variety of opportunities for education and training associated with this post. The successful candidate would be able to participate in the weekly education sessions run for Haematology registrars, weekly journal club, blood club, and monthly mortality/morbidity meetings. The successful candidate would be encouraged to participate fully in these meetings and to present cases / articles for discussion on a regular basis. Successful candidates would also be able to attend outpatient clinics on a supernumerary basis if they wish to build their experience in the specialty.

### **Clinical Audit Research**

Audits are supported and facilitated by the Clinical Audit and Effectiveness Department. The department has an active clinical governance and audit programme.

### **Management**

The Royal Devon & Exeter Hospital operates a Care Group structure, with a Deputy Medical Director and Care Group Director leading each Care Group. The Care Groups are subdivided into Clusters - Haematology sits within the Clinical Specialist Service Care Group in the Cancer Services Cluster. The governance arrangements for Haematology are that this post will be expected to adhere to all hospital policies and guidelines and will comply with the Trust's clinical and corporate governance arrangements. The postholder will be managerially and professionally responsible to the Lead Clinician for Haematology. The contract of employment will be with the Royal Devon University Healthcare NHS Foundation Trust.

### **Reporting Concerns**

The Trust is committed to providing safe and effective care for patients to ensure there is an agreed procedure for medical staff that enables them to report quickly and confidentially concerns about conduct, performance or health of medical colleagues (Chief Medical Officer, December 1996). All medical staff practising in the Trust should ensure that they are familiar with the procedure and apply it.

### **Infection Control**

Royal Devon University Healthcare NHS Foundation Trust is committed to reducing Hospital Acquired Infections. The trust has an Infection Control Committee, chaired by the Director of Infection Control and clinical staff are supported by a professional Infection Control Team. All staff are expected to ensure infection is minimised in line with national and trust policies/best practice.

### **Staff and Office**

The post holder will have access to admin services at the Royal Devon & Exeter Hospital.

## **THE TEAM**

### **Department personnel**

Dr David Veale	Lead clinician for North Devon Service Departmental Medical School Lead General and malignant haematology
Dr Loretta Ngu	Haemostasis and thrombosis Haemato-oncology
Dr Jason Coppel	Lead Clinician for Clinical Haematology (shared) Myeloproliferative disorders Haemostasis and thrombosis
Dr Tony Todd	Lymphoproliferative disorders Chronic lymphocytic leukaemia
Dr Paul Kerr	Lead Clinician for Clinical Haematology (Shared) Lymphoma Blood transfusion Clinical skills lead for Medical School

RDE Secretariat (Contact 01392 402850):	Vivienne Findlay (Drs Todd and Kerr) Katie Smith (Dr Coppel) Norma Symes (Drs Veale & Ngu) Liz Mackie (support)
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Lead Cancer Nurse	Tina Grose
Clinical Nurse Specialists	Clare Fox, Rosie Cooke
Advanced Nurse Practitioners	Lucie Goldson Rachael Jones
Yarty Ward Matron	Neil Toghil

Research nurses: Lydia Hill, Judith Mathie, Emily Collyer, Anna Whitehead, Mary Tamplin, Emma Folland, Alethea Brown

ELF Office	Tel 01392 493344
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Quality manager / JACIE Coordinator	Pamela Trippick
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MDT Coordinator	Patricia Caygill
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Trust fellows	Dr Sarit Smith Dr Mahseeman Majid
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Specialist Registrars	2 from Peninsula Deanery
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Senior House Officers	2 from RDE medical rotation
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Laboratory Head BMS	Jeni Davies
Haematology Laboratory Section Head	Katy Evans

Stem Cell Quality Manager  
Haematology Clinical Scientist  
Biomedical scientists

Jeni Davies  
Dr Katy Evans  
3 BMS 3's, 5 BMS 2's, 15 BMS 1's. 4MTO's

#### **North Devon District Hospital staff**

Head BMS blood sciences  
Blood transfusion section head

Lee Luscombe  
Maggi Webb

Haematology secretaries  
MDT coordinator

Lianne Dickson, Tori Pearcy  
Denise Glanville

Haematology Clinical Nurse Specialists  
Lead Cancer Nurse  
Cancer Clinical Lead

Melanie Bowyer, Dawn Gray  
Emma Thoms  
Mr Soumya Misra

Cancer Services Manager  
Clinical Director for Medicine

Andrew Filby  
Dr Byron Theron

Medical Director  
Chief Executive

Dr Adrian Harris  
Dr Suzanne Tracey

#### **Royal Devon And Exeter Hospital (Wonford)**

This is the main general hospital of approximately 850 beds and provides the main hospital services for a population in excess of 360,000 embracing much of East and mid Devon, parts of Torbay, Somerset and Dorset areas. It contains the Acute Medical Unit as well as the whole of General Surgery, Plastic Surgery, West of England Eye Unit, Centre for Women's Health, Urology, ENT, Radiotherapy, Haematology, Haematology and the specialties of General Medicine. The Accident & Emergency Department is also sited on this campus along with the Renal Unit, Stroke Unit and Neurology. The hospital is housed in a modern building which is still in the process of development and eventually all the Trust facilities will be housed on this site.

Comprehensive biochemistry, haematology and histopathology is available as well as all microbiological services. A modern medical imaging department provides radiology, CT and MRI scanning, ultrasound and radioisotope imaging.

For further details of the hospital where the post is based please look at the website: [www.rdehospital.nhs.uk](http://www.rdehospital.nhs.uk)

#### **Exeter**

Exeter is a historic County Town with a superb Cathedral. The town is situated in the heart of the South West of England, 30minute drive from the wilds of Dartmoor, but within a short distance of glorious beaches and coastline.

Exeter is also a thriving cultural centre. There are many venues which provide an all year-round entertainment programme of plays, musicals, ballet and opera and a variety of musical experiences. Also, every conceivable sport is available including riding, walking and sailing on the River Exe.

Exeter is the principal shopping centre for the county with broad pedestrian areas in a compact centre, a wide variety of shops including specialist shops and multi-national stores. 7

The education facilities in and around Exeter are excellent. There are a wide selection of both private and state schools which cater for all age ranges and which provide excellent results. Exeter, and indeed Devon generally, is an ideal place in which to make a home. It has a clean environment, easy climate and many outdoor activities which certainly enhances the quality of life for many people.

London is just two hours away from Exeter by high speed train and Bristol just under the hour. The M5 provides easy and rapid motorway access to the rest of the country.

## **MAIN CONDITIONS OF SERVICE**

**5.1 Salary Scale:** From £61,825 (depending on experience) plus additional payments.

**5.2 Annual Leave:** 6 weeks per year (Pro rata)

**5.3 Study Leave:** Up to 10 days per annum (Pro rata) with the agreement of the consultant concerned.

### **5.4 Registration.**

All hospital medical Staff are required to be appropriately registered with the General Medical Council to practice in this country. Such staff must ensure that registration is maintained for the duration of the appointment. Overseas graduates should note that full registration does not necessarily preclude the need for a period of clinical attachment and assessment.

### **5.5 Medical Negligence**

The Trust indemnifies all staff for the work that is carried out on the Trust's behalf; however, resident doctors are encouraged to retain membership of a medical defence organisation for their own peace of mind and protection. The annual subscriptions for most resident doctors are relatively modest and tax deductible.

### **5.6 Medical Examination**

All initial appointments to the NHS are made subject to satisfactory medical evidence being produced. The Trust reserves the right to make any offer of appointment subject to the receipt of such medical evidence including examination where this is deemed necessary.

In the interests of all staff and patients it may be desirable and necessary for periodic medical checks to be undertaken in addition to those on initial appointment.

It is also important to be immunised against the following:

Tetanus                      Polio

Rubella                      Hepatitis B

Tuberculosis

**The Royal Devon University Healthcare NHS Foundation Trust wishes to ensure compliance under the Health & Safety Act 1974 and the Control of Substances Hazard to Health Regulations 1988 in relation to immunisation. We will, therefore, require you to confirm immunity against Hepatitis B and Tuberculosis on the commencement of your employment or an undertaking from you that you are prepared to undertake a course of vaccination.**

### **5.7 References**

All staff appointments are made subject to the receipt of three satisfactory references, one of which will be from the current or most recent employer.

#### **6. Access to Children/Vulnerable Adults**

The person appointed to this post may have substantial access to children under the provisions of Joint Circular No. HC (88) 9 HOC 8/88 WHC (88) 10 and Vulnerable adults. Applicants are, therefore, 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 police check to be carried out. Refusal to do so could prevent further consideration of the application. 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 considered in deciding whether to engage an applicant.

#### **7. Rehabilitation of Offenders**

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.

#### **8. Further Information**

The post is subject to the terms and conditions of service of Hospital Medical and Dental Staff as amended from time to time. All appointments to the Trust are subject to: -

1. Appropriate Registration with the General Medical Council
2. Satisfactory Medical Examination including documentary validated evidence of Hep B, Hep C and HIV
3. Satisfactory clearance with the Criminal Records Bureau
4. Two satisfactory references, one of which, must be your present or most recent employer

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**PERSON SPECIFICATION**

<b>FORM Requirements</b>	<b>Essential</b>	<b>Desirable</b>
<b>1. Education, qualifications and special training</b>	2 years postgraduate training (Foundation years 1&2, ideally completed by the start of the post)	
<b>2. Knowledge and skills</b>	<p><b>Knowledge</b></p> <p>Appropriate knowledge to perform at Haematology Trust Grade level</p> <p><b>Skills</b></p> <p>Clinical history and examination</p> <p>Understands the need for and appreciates the role of audit and clinical governance in clinical practice</p> <p>Understands the principles of patient confidentiality and data protection</p> <p>Keeps professional knowledge and skills up to date</p>	<p>Teaching and research skills</p> <p>Appropriate management skills</p>
<b>3. Experience</b>	Ability to operate and work independently whilst being aware of own limitations and know when to consult senior colleagues	
<b>4. Personal skills</b>	<p>Ability to work as part of a team.</p> <p>Ability to communicate effectively both verbally and in writing with patients, carers, GPs, Nurses and other agencies</p> <p>To show initiative, to take responsibility and make decisions</p>	<p>Good organisational skills</p> <p>Ability to develop new skills</p>



	Flexibility to respond to service needs when necessary	
<b>5. Fitness to practice</b>	Up to date and fit to practice safely	
<b>6. Practical requirements</b>	Computer literate Willingness to learn Trusts computer systems	Ability to undertake travel commitments of the post