

# INFORMATION PACK

---

Specialty Doctor in Urology

Post Reference

185-2953-4721

## CONTENTS

---

A post for a Specialty Doctor in Urology, based at North Devon District Hospital, is available.

Details of the post and descriptions of the department & Trust are included in this information pack as follows:

1. Introduction	2
2. Job Description	2
3. Outline Job Plan	4
4. Person Specification	5
5. The Urology Department	7
6. Main Conditions of Service	9
7. Northern Devon Healthcare NHS Trust	12
8. North Devon	13
9. Contacts	14

## APPLICATION & INTERVIEW

---

We welcome enquiries for further information and encourage informal visits to the hospital and department. A list of contacts at the Trust is detailed in the final section of this information pack. However, please note that canvassing of any member of the Interview Panel will disqualify the applicant from appointment (Statutory Instrument 1982 No 276 paragraph 8.1.b).

The post is offered on a whole-time basis (10 +/- 2PA) but suitably-qualified applicants who are unable to work full-time for personal reasons will be considered. The Trust is committed to flexible working arrangements, including job sharing. Such arrangements will be discussed with any shortlisted candidates on a personal basis.

Applicants must have completed a minimum of 4 years' full-time post graduate training (or its equivalent gained on a part-time or flexible basis) at least two of which will be in a specialty training programme in a relevant specialty or as a fixed term specialty trainee in a relevant specialty; or shall have equivalent experience and competencies, with at least 6 months of specialty experience in Urology prior to taking up this appointment. Attainment of MRCS (or equivalent) is desirable. The applicant shall have full registration and a Licence to Practice with the General Medical Council.

Applications are though the NHS Jobs online service at [www.jobs.nhs.net](http://www.jobs.nhs.net). Please apply using the standard online application form at this site. In the interests of equal opportunities, applications or supplementary information submitted by CV will not be accepted. A minimum of three recent references are required, including a satisfactory reference from your current employer or the Responsible Officer at your current Designated Body.

The provisional date for the interviews is TBC.

## 1. INTRODUCTION

---

Applications are invited for the post of Specialty Doctor in Urology at Royal Devon University Healthcare NHS Foundation Trust based at North Devon District Hospital (NDDH).

The successful applicant will be part of the Urology services at NDDH which consists of 5 consultants (3 substantive and 2 locum consultant), 2 specialty doctors (existing specialty doctor and this post), a core surgical trainee and a FY2 doctor.

NDDH is a unique organisation with integrated acute and community services across North Devon. The acute hospital provides a full complement of secondary care services for the local population, including emergency care, cancer services, maternity and paediatric services. It is a designated Trauma Unit and Cancer Unit. There are ample opportunities for teaching and training throughout the Trust and the region. The Trust gets 3<sup>rd</sup> and 5<sup>th</sup> year medical students from the University of Exeter Medical School. The Trust encourages involvement with research and national clinical audit.

North Devon provides a beautiful environment in which to live and work, with a wide variety of outdoor and cultural activities and excellent local schools. With National Parks and Areas of Outstanding Natural Beauty on the doorstep, the area offers an excellent quality of life.

## 2. JOB DESCRIPTION

---

### 2.1. Post Title

Specialty Doctor in Urology

### 2.2. Clinical Commitments

Clinical activity includes outpatient and flexible cystoscopy clinics, inpatient and day surgery operating sessions, ward rounds and emergency take duties (daytime only, wholly urology).

#### Outpatients & Endoscopy

There are regular urology outpatient & flexible cystoscopy clinics at North Devon District Hospital. General outpatients are seen in the Urology Investigation Unit situated in Outpatient Area D and over the telephone. Flexible cystoscopies are done in the endoscopy unit & in the Urology Investigation Unit. Other diagnostic procedures such as Transperineal prostate biopsies are also undertaken in the Urology Investigation Unit.

#### Operating Lists

Half day inpatient operating lists are scheduled and there are also a number of day surgery sessions. These include time to see patients pre- and post-operatively and appropriate time for ward rounds of inpatients.

#### On Call Rota

The 5 full-time consultants share the weekday and weekends on call rota equally, on a 1 in 5 basis. The consultants operate a hot week system with reduced fixed clinical commitments

for the oncall consultant during the hot week. As it stands currently, the post holder will work with the other urology Specialty Doctor to provide daytime cover for some fixed sessions only. This may be subject to change. There is no weekend working commitment required.

### **Emergency**

In exceptional circumstances, the Trust may request emergency cover for colleagues.

### **Clinical Administration**

You will undertake administrative work associated with your clinical and other professional work. Adequate time and facilities for clinical administration, access to a personal computer, software & internet access, will be available.

## **2.3. Supporting Professional Activities**

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

- ☐ Appraisal, job planning & revalidation
- ☐ Personal & 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 meetings and other clinical or managerial meetings

Further details are published in the job planning policy.

## **2.4. Relationships**

You will work closely with other medical staff, allied health professionals and non-clinical colleagues both within the department and in other specialties. In particular, you will be expected to develop working relationships with clinical colleagues within surgery, radiology, theatres and anaesthetics.

We encourage development of regional networks with other providers and links with the urology services at the Royal Devon & Exeter Hospital are already in place.

### 3. OUTLINE JOB PLAN

---

A provisional outline job plan is below but is subject to modification.

The individual job plan and detailed timetable will be discussed with the successful candidate.

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.

<b>DCC</b>	<b>PAs</b>
Outpatient clinics	3.0
Endoscopy	1.0
Operating lists	2.5
Ward rounds, MDT & flexible ward work	1.0
Administration	1.0
<b>SPA</b>	1.5
<b>Total</b>	<b>10</b>

#### 3.1. Sample Timetable

	am	pm
Monday	Admin	OPD
Tuesday	SPA	Endoscopy
Wednesday	OPD	Inpatient Theatre
Thursday	OPD	Day Surgery Theatre
Friday	MDT, SPA	On-Call

## 4. 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, police checks and a minimum of three satisfactory references, including one from your current Responsible Officer.

Requirement	Essential Attributes	Desirable Attributes
<b>Qualifications &amp; Training</b>		
<b>Professional Qualifications</b>	Primary Medical Qualification (MBBS or equivalent).	Postgraduate Qualification in Surgery (MRCS or equivalent).  Distinctions, Prizes, Scholarships.  Additional postgraduate qualifications.
<b>Professional Training &amp; Memberships</b>	Full GMC registration & license to practice.  Successful completion of 4 years post graduate surgical training.	
<b>Clinical Experience</b>		
<b>Employment</b>	At least 6 months experience in urology  Career progression consistent with personal circumstances.	
<b>Clinical Knowledge and Skills</b>	Able to do flexible cystoscopy and clinics independently. Able to assist the team with the management and clinical care of patients and provide a clinical opinion on a range of problems.  Demonstrates a clear, logical approach to clinical problems and an appropriate level of clinical knowledge.  Able to prioritise clinical need.  Caring approach to patients.	Demonstrates awareness of breadth of clinical issues.  Clinical feedback from colleagues and patients.

Requirement	Essential Attributes	Desirable Attributes
<b>Non-Clinical Skills</b>		
<b>Teaching</b>	Willingness & ability to contribute to departmental & Trust teaching programmes.	Evidence of previous teaching & training experience.
<b>Management of Change &amp; Quality Improvement</b>	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	Evidence of innovative development & implementation of guidance.  Evidence of involving patients in practice.
<b>Innovation, Research, Publications &amp; Presentations</b>	Understanding of the principles of scientific method and interpretation of medical literature. Demonstrates a critical and enquiring approach to knowledge acquisition.	Recent evidence of relevant research, presentations or publications.
<b>Management &amp; Leadership Experience</b>	Demonstrates familiarity with and understanding of NHS structures, management and current political issues, including an awareness of national strategic plans and constraints.	Experience of formal leadership roles or training.
<b>Communication &amp; Personal Skills</b>	Good spoken & written English language skills.  Communicates effectively with patients, relatives, colleagues, GPs, nurses, AHPs and outside agencies.  Ability to work with multi-professional teams and to establish good professional relationships.	Evidence of patient & colleague feedback.  Excellent presentation skills; engaging audience.  Information technology skills.
<b>Other Requirements</b>		
<b>Motivation &amp; management of personal practice</b>	Punctual & reliable.  Good personal organisational & prioritisation skills. Achieves deadlines.  Takes responsibility for personal practice and is able to cope well with stressful situations.  Flexible & adaptable attitude.	Demonstrates initiative in personal practice.  Willingness to undertake additional professional responsibilities at local, regional or national levels.
<b>Commitment to post</b>	Demonstrates enthusiasm for North Devon as a place to live and work.	

## 5. THE UROLOGY DEPARTMENT

---

### 5.1. Staffing

The urology department at North Devon District Hospital is currently staffed by:

- ☐ Mr McGrath (Clinical Lead) based between North & Eastern Services
- ☐ Mr S Misra
- ☐ Mr JWH Evans
- ☐ Mr E Ong
- ☐ Post Currently Vacant (locum consultant)
- ☐ Post Currently Vacant (locum consultant)
  
- ☐ Two Specialty Doctor (including this post)
- ☐ One Trust doctor (Core Surgical Trainee level) & a Foundation Year 2 doctor

In addition to medical staff, the team includes an experienced team of clinical nurse specialists and excellent secretarial support.

### 5.2. Management

Day to day managerial & operational links are with the Lead Clinician, Mr John McGrath & Group Manager, Mrs Gillian Taylor.

### 5.3. Departmental Workload

North Devon is a designated Cancer Unit with visiting Oncologists from the Royal Devon & Exeter Hospital (RD&E). There is a dedicated Chemotherapy unit in the Hospital. Radiotherapy services are sited at the RD&E.

The Radiology Department has imaging facilities, which include CT and MRI. Nuclear medicine imaging is performed in Exeter. We work very closely with RD&E in which regular complex MDTs are held to discuss complex cases. Most surgical procedures are performed locally except some major procedures are carried out at RD&E where special supports are required. Exeter has been designated a cancer centre status. The hospital had a Da Vinci Robot and robot assisted surgeries are performed in Exeter. ). A full range of urological oncology is available including chemotherapy and external beam radiotherapy. The oncology department has been one of the pioneering centres within the UK in the development of high dose brachytherapy boost. The supporting services in Exeter include a ten bedded Intensive Care Unit/High Dependency Unit and Renal Dialysis Unit. There are six renal physicians covering North Devon, Torbay and Taunton. The Directorate of Diagnostics at RD&E is equipped with MRI, CT, ultrasound, general radiology, comprehensive interventional radiology and facilities



for Nuclear Medicine studies. There is a full laboratory services and excellent histopathological services. The Accident and Emergency and Trauma units receive emergencies by road and air and there is a sub-regional Plastic Surgery service. Working with staff from the RD&E, we provide an urodynamics service weekly here at NDDH.

## **5.4. Resources**

### **Inpatient Facilities**

Most inpatients are accommodated on Lundy ward and KGV SAU ward provide ambulatory care and short stay emergency beds. There is also an equipped and dedicated Day Case Unit with 2 theatres. There is a six-bedded intensive care unit. Caroline Thorpe ward is the children's ward, with day, inpatient and high dependency facilities. There are also private patient facilities.

Operating sessions take place in the main theatre suite and in the dedicated Day Surgery Unit.

### **Outpatient Facilities**

There are new outpatient clinic rooms at North Devon District Hospital and we also offer clinics at a number of community hospital sites, including:

- ☐ South Molton Hospital
- ☐ Bideford Hospital
- ☐ Ilfracombe Hospital
- ☐ Holsworthy Hospital

There is a fully equipped Endoscopy Unit where flexible cystoscopy lists and One Stop Haematuria Clinics are carried out. Transperineal prostate biopsies are performed at the Urology Suite.

## **6. MAIN CONDITIONS OF SERVICE**

---

Appointment is to the NHS Specialty Doctor contract (2021) under the current Terms & Conditions of Service for Hospital Medical & Dental Staff (England & Wales)). 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 Northern Devon Healthcare NHS Trust. The appointee will be professionally accountable to the Medical Director and managerially accountable to the Chief Executive.

The post-holder 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 & Dental Terms and conditions of service for specialty doctors (England) 2021: SAS contract 2021.

### **Leave**

Annual leave entitlement is as described in the Terms and conditions of service for specialty doctors (England) 2021: SAS contract 2021. Study leave entitlement is 30 days over a fixed three year period.

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 & routine) is maintained.

### **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.

## **Professional Performance**

The Trust expects all surgeons to work within the guidelines of the GMC Guide to Good Medical Practice and the Royal College of Surgeons Good Surgical Practice. You will work with clinical & 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, supervision of junior staff, departmental management, 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 & Audit**

Audit is supported by the Clinical Audit & Effectiveness Department. Research within the Trust is managed in accordance with the requirements of the Research Governance Framework. The Trust has an active research department and regularly participates in regional and national trials. You must observe all reporting requirement systems and duties of action put in place by the Trust to deliver research governance.

### **Safeguarding Children & 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. Therefore, applicants are 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 police 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 & Safety**

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

### **Infection Prevention & 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.

## **7. NORTHERN DEVON HEALTHCARE NHS TRUST**

---

The Trust operates acute & community services across North Devon, including the urban areas of Barnstaple & Bideford and a more rural population throughout the region. We also care for patients from neighbouring areas in Cornwall and Somerset and there is a significant increase in activity in the summer months, as visitors to the area access emergency services.

### **7.1. The Trust's Vision**

We will deliver integrated health and social care to support people to live as healthily and independently as possible, recognising the differing needs of our local communities across Devon.

### **7.2. Management Structure**

The Trust Board is led by the Chair, Mr James Brent, with a team of five non-executive directors, five executive directors and two associate directors. The executive team is led by the Chief Executive, Mrs Suzanne Tracey. There are three clinical divisions; Surgery, Medicine and Clinical Support Services. Urology services sit within the Surgery Division. The Divisional Director is Mrs Karen Donaldson and the Associate Medical Director for Surgery Division is Dr Gareth Moncaster.

#### **The Acute Hospital**

North Devon District Hospital serves the local population of around 160,000. It is estimated that the population will rise to 186,000 by 2030.

The hospital has approximately 250 inpatient beds, intensive care and cardiac care facilities.

We employ more than 70 consultants, in all major specialties. In addition, we work closely with other local Trusts to provide combined services in smaller specialties and robust clinical networks for cancer, vascular and neonatal services. There are nine operating theatres, an accredited endoscopy suite and a new chemotherapy unit, with plans for further development.

### **7.3. Academic Facilities**

The Medical Education Centre is independently funded by the Peninsula Institute and its primary purpose is the provision of facilities, equipment and financial support to enable a wide range of medical professionals to continue their education and training.

There is a 70-seat lecture theatre, a clinical skills centre and several classrooms. Recently a new simulation suite has opened, creating a facility for multi-professional training, including trauma team training.

Dual-flatscreen, video-conference facilities, linked to other units in the region are available for clinical meetings, including regional MDTs, as well as training events.

The comprehensive healthcare library is accessible to registered users 24 hours a day. The library is staffed between 8.30 and 17.30 Monday to Friday. Services include book and journal

loan, interlibrary loans, PC access, literature searching, information skills training, printing and photocopying.

Local, regional and national electronic library resources are made available across the Trust and for staff to access from home.

## **7.4. Medical School Links**

There have been recent changes to the Medical School provision in the South West. We currently take students from the newly created Exeter Medical School. Student numbers continue to rise year on year and there are many opportunities for involvement with teaching programmes.

## **8. NORTH DEVON**

---

North Devon offers 50 miles of spectacular coastline from Lynton to Bude and, with most of the remaining 500,000 acres of land being rural, the area is arguable the most attractive and unspoilt in Devon. There are many small market towns, villages and hamlets, including a number of coastal resorts.

The combination of spectacular Atlantic coastline, tidal estuaries and upland moors provides a wonderful environment in which to live and work.

Recreation facilities are excellent with a wide variety of sporting activities available, including superb surfing beaches, sailing, shore & salmon fishing, an indoor tennis centre and outstanding golf courses. There are stunning walking & cycling routes, with over 200 miles of cycle and coastal paths, including the South West Coastal Path and the Tarka Trail.

Lundy Island Marine Reserve and Dartmoor & Exmoor National Parks are on the doorstep. The local dune system has been awarded UNESCO World Biosphere Status and is a Site of Special Scientific Interest (SSSI). Several areas of the coast have been designated as Areas of Outstanding Natural Beauty (AONB) and are nationally protected to preserve the beauty of the landscape. Covering a total of 171km<sup>2</sup> from Marsland Mouth on the Cornish border to Combe Martin on the edge of Exmoor, these areas include the Hartland Heritage Coast, North Devon Heritage Coast and Braunton Burrows.

Local theatres attract national and international performances and the annual local festival of sports & arts is nationally acclaimed.

Educational facilities are good with many excellent schools in both public and private sectors.

Agriculture and tourism form the main areas of employment, along with local government, the military bases at Chivenor & Instow and the Trust itself. North Devon also remains a popular retirement area.

Despite the rurality of the area, commuter links are good, both by road and rail. There are regular trains to Exeter and direct services to London and across the country from Tiverton. There are easily-accessible airports at Exeter and Bristol.

## 9. CONTACTS

---

The Trust welcomes informal enquiries; contact names are detailed below:

Chief Executive	Chris Tidman	
Medical Director NDHT	Dr Karen Davies	(01271) 314109
Lead Clinician for Urology	Mr John McGrath	(01392) 402540
Consultant Urologist	Mr Eng Ong	(01271) 311667
	Mr Soumya Misra	(01271) 314129
	Mr Hugh Evans	(01271) 334465
Associate Medical Director for Surgery Division	Gareth Moncaster	<a href="mailto:g.moncaster@nhs.net">g.moncaster@nhs.net</a>
Divisional Director for Surgery Division	Karen Donaldson	(01271) 322147
Group Manager for Surgery Division	Gillian Taylor	(01271) 349551
Head of Medical Staffing	Tina Squire	(01271) 349111
	<a href="mailto:tinasquire@nhs.net">tinasquire@nhs.net</a>	

Postal address:

North Devon District Hospital  
Raleigh Park  
Barnstaple  
EX31 4JB