



**Royal Devon  
University Healthcare**  
NHS Foundation Trust

# INFORMATION PACK

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Specialty Doctor in Obstetrics and Gynaecology

## CONTENTS

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A substantive Specialty Doctor in Obstetrics and Gynaecology, 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	3
3. Outline Job Plan	4
4. Person Specification	6
5. The O&G Department	8
6. Main Conditions of Service	10
7. Northern Devon Healthcare NHS Trust	13
8. North Devon	15
9. Contacts	16

## APPLICATION & INTERVIEW

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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 PAs) plus, with agreement, an additional 2 PAs, 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.

Applications are through 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.

## 1. INTRODUCTION

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The post is based at North Devon District Hospital, part of Royal Devon University Healthcare NHS Foundation Trust, with some clinical sessions provided at local community sites. Royal Devon NHS is a unique organisation with integrated acute and community services across North and East Devon. The acute hospital in the North provides a full complement of secondary care services for the local population, including emergency care, cancer services, and maternity and paediatric services. It is a designated Eye, Trauma and Cancer Unit.

We are developing our Obstetric and Gynecology services and this post will be in addition to the complement of staff already in the team (see page 5).

## **2. JOB DESCRIPTION**

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### **2.1. Post Title**

Specialty Doctor in Obstetrics and Gynaecology

### **2.2. Clinical Commitments**

Clinical activity includes outpatient clinics, operating sessions, and on-call duties.

#### **Outpatients**

There are regular outpatient clinics at North Devon District Hospital and peripheral clinics may also be scheduled. Outpatients are seen in the Ladywell Women's and Children's Unit.

The post-holder must be capable of managing most gynecological and obstetric problems independently. He or She will have their own list of patients, but will work closely with a senior consultant for support as necessary.

#### **Operating Lists**

The Unit has two theatres; one for obstetrics and one for Gynaecology. The postholder will participate in emergency and elective Caesarean sections, and emergency and elective gynaecology.

#### **On Call Rota**

The post-holder will provide resident out-of-hours on-call cover, to be shared with our other SAS doctors, on a 1:8 basis with prospective cover. A junior doctor in training and consultant are also on-call at all times.

#### **Research**

Despite this being a small-sized unit, there is and has been a commitment to clinical research including to NIHR portfolio studies such as PRISM and C-STITCH. The department is currently open to TRANSFER and ESPRIT2. The post-holder will be encouraged to undergo NIHR Good Clinical Practice training to facilitate involvement in such research.

#### **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.

#### **Non-clinical PAs:**

The post-holder have 1.5 generic SPA PAs. It is expected that the post-holder will participate in departmental audit and to maintain their CPD with the support of senior colleagues. They will actively participate in the local teaching programme and attend regional and sub-regional teaching sessions.

### **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 grades 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, nursing and midwifery 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.

## **3. OUTLINE JOB PLAN**

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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.

### 3.1. Sample Timetable

Week	Mon	Tue	Wed	Thu	Fri	Sat/Sun
1	2 <sup>nd</sup> On-Call (resident) 09:00 – 21:00					
2	Admin	Theatre	Ante Natal Clinic  Teaching/SPA		2 <sup>nd</sup> On-Call (resident) 09:00 – 21:00	
3			Teaching / SPA	Ante Natal Clinic  Gynae Clinic		
4	2 <sup>nd</sup> On-Call (resident) 21:00 – 09:00					
5	Admin	Theatre  Ante Natal Clinic	Teaching / SPA		2 <sup>nd</sup> On-Call (resident) 21:00 – 09:00	
6			Ante Natal Clinic  Teaching / SPA	Ante Natal Clinic  Gynae Clinic	Theatre  Admin	
7	Theatre		Urogynae Clinic  Teaching / SPA			
8	Admin	Theatre	Outpatient Hyst.  Simulation Training	Gynae Outpatient  2WW Clinic		

## 4. PERSON SPECIFICATION

Applicants must demonstrate on the application form that they fulfill 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 (Must have passed Part 1 MRCOG examination or equivalent).	MRCOG, Distinctions, Prizes, Scholarships. Additional postgraduate qualifications.
<b>Professional Training &amp; Memberships</b>	Full GMC registration & license to practice. Evidence of appraisal and revalidation where applicable	
<b>Clinical Experience</b>		
<b>Employment</b>	Certificate of Completion of Foundation Programme or equivalent At least two years' experience as First on call ('SHO') in Obstetrics & Gynaecology Experience of working as Second on call ('Registrar') in Obstetrics & Gynaecology Career progression consistent with personal circumstances.	Completion of ATSM
<b>Clinical Knowledge and Skills</b>	Demonstrates ability to manage common O&G problems and in particular acute O&G emergencies at appropriate level. 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. Attended MOET course or similar

Requirement	Essential Attributes	Desirable Attributes
<b>Non-Clinical Skills</b>		
<b>Teaching</b>	<p>Evidence of previous teaching &amp; training experience.</p> <p>Willingness &amp; ability to contribute to departmental &amp; Trust teaching programmes.</p>	<p>Defined educational roles or qualifications.</p> <p>Evidence of teaching of undergraduates, junior doctors and multi-professional groups.</p> <p>Postgraduate qualification in teaching</p>
<b>Management of Change &amp; Quality Improvement</b>	<p>Demonstrates clear understanding of quality improvement and clinical governance within the NHS.</p> <p>Demonstrates willingness to implement evidence-based practice.</p> <p>Evidence of effective personal contributions to clinical audit, governance and risk reduction.</p> <p>Demonstrates reflection where involved in serious untoward incidents.</p>	<p>Evidence of innovative development &amp; implementation of guidance.</p> <p>Evidence of involving patients in practice.</p>
<b>Innovation, Research, Publications &amp; Presentations</b>	<p>Understanding of the principles of scientific method and interpretation of medical literature.</p> <p>Demonstrates a critical and enquiring approach to knowledge acquisition.</p> <p>Demonstrates understanding of the research governance framework.</p>	<p>Recent evidence of relevant research, presentations or publications.</p> <p>Up-to-date NIHR Good Clinical Practice training.</p> <p>Evidence of recruitment to NIHR portfolio studies.</p>
<b>Management &amp; Leadership Experience</b>	<p>Demonstrates familiarity with and understanding of NHS structures, management and current political issues, including an awareness of national strategic plans and constraints.</p>	<p>Experience of formal leadership roles or training.</p>
<b>Communication &amp; Personal Skills</b>	<p>Good spoken &amp; written English language skills.</p> <p>Communicates effectively with patients, relatives midwives, nurses, AHPs and outside agencies.</p> <p>Ability to work with multi-professional teams and to establish good professional relationships.</p>	<p>Evidence of patient &amp; colleague feedback.</p> <p>Excellent presentation skills; engaging audience.</p> <p>Information technology skills.</p>
<b>Other Requirements</b>		
<b>Motivation &amp; management of personal practice</b>	<p>Punctual &amp; reliable.</p> <p>Good personal organisational &amp; prioritisation skills. Achieves deadlines.</p> <p>Takes responsibility for personal practice and is able to cope well with stressful situations.</p> <p>Commitment to continuing medical education.</p> <p>Flexible &amp; adaptable attitude.</p>	<p>Demonstrates initiative in personal practice.</p> <p>Willingness to undertake additional professional responsibilities at local, regional or national levels.</p>



<b>Commitment to post</b>	Demonstrates enthusiasm for North Devon as a place to live and work.	
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## 5. THE OBSTETRIC & GYNAECOLOGY DEPARTMENT

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### **The appointee will join the consultants:**

Mr Alexander Mortimer (Clinical Lead)  
 Ms Sansan Aye  
 Mr Seumas Eckford  
 Mr Osama Eskandar  
 Ms Jess Glanville  
 Ms Eleni Lekoudis  
 Ms Annabel Kemp (RD&E-based)  
 Ms Lisa Knight (RD&E-based)  
 Mr Simon Tarsha (RD&E-based)

### **The consultants are supported by:**

Ms Naima Shatry  
 Mr Emad Megaly  
 Mr Hanna Hanna  
 Dr Hani Mekhael  
 Mr Ibrahim Erfan  
 Mr Mahmoud Moustapha  
 Dr Uzma Shaikh  
 Dr Divya Fenn  
 Dr Netsai Changata

Sally Bryant, Head of Midwifery and wider Midwifery team  
 Dawn Goffey, Nurse Consultant  
 Michelle Vallely, Nurse Sonographer  
 Louise Errol, Petter Manager  
 Anna Watts, Gynaecology Cancer Nurse Specialist  
 Wider Nursing Team

### **Supporting the medical staff are:**

Mr Jonny Morgan – Group Manager for Women's, Children's and Cancer Services  
 Ms Debbie Kneale – Service Manager for Women's and Children's  
 Ms Katie Jenkins – Service Support Manager for Women's and Children's

### **The outpatient Department is equipped with:**

Colposcopy  
 Hysteroscopy (OPH) including resection of polyps/fibroids and endometrial ablation  
 Vulval Biopsy  
 Ultrasound Machine  
 Urodynamics  
 Nurse-led pessary clinic  
 Antenatal Screening Coordinator and Fetal Medicine Lead (links to tertiary centre)  
 Pre-operative Assessment

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

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Appointment is to the NHS Specialty Doctor contract (2008) under the current Terms & Conditions of Service for Hospital Medical & Dental Staff (England & 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 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 license 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, in line with the Specialty Doctor contract 2008. The current full-time salary scale (as of April 2021) ranges from £50,373 – £78,759 with six thresholds.

No on-call supplement is applicable.

### **Leave**

Annual leave entitlement is as described in the Terms and Conditions of Service Specialty Grade Doctors (England) 2008. 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 defense organisation but should ensure that they have adequate defense 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 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 practicing 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**

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 & 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. NORTH DEVON

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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.

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.

## 8. CONTACTS

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

Chief Executive	Suzanne Tracey	(01271) 311349
Chief Medical Officer	Adrian Harris	(01271) 314109
Lead Clinician	Alexander Mortimer	(01271) 322577
Associate Medical Director for CS&SS	Sarah Johnson	(01271) 311654
Divisional Director for CS&SS	Tony Layton	(01271) 322407
Group Manager for Women's and Children's	Jonny Morgan	(01271) 311812
Service Manager Women's and Children's	Debbie Kneale	(01271) 322428
HR Manager for Medical Staffing	Tina Squire	(01271) 349111

Postal address:

North Devon District Hospital  
Raleigh Park  
Barnstaple  
EX31 4JB