

# JOB DESCRIPTION

Specialist Grade Doctor in Community Child Health

# 1. INTRODUCTION

This is a substantive 6PA Specialist Grade Doctor role within the Community Child Health team based at the Wonford Hospital site in Exeter. The applicant will be working alongside the consultant team. The Community Child Health team is part of an integrated Paediatric department based at the Wonford Hospital site which forms part of The Royal Devon University Healthcare NHS Foundation Trust (Royal Devon).

The job will be based at Royal Devon & Exeter Hospital but is likely to have sessional commitments in community settings. Please see the proposed provisional job plan detailed in a latter section of this job description.

The post holder should have a minimum of 12 years post graduate experience and at least 6 years' experience working as a medical specialist or equivalent.

Please see below a link to the TCS online; <u>https://www.nhsemployers.org/sites/default/files/media/TCS-for-specialist-grade-england-</u> 2021 0.pdf

## 2. HOSPITALS AND SERVICES

The RD&E comprises the full range of acute District General Hospital facilities and is managed day to day by a Trust Executive. This includes the chief executive, medical director and directors of finance and information, human resources, nursing, associate medical directors (with management contracts) and (ex officio) the chairman of the Medical Staff Committee. The Royal Devon & Exeter Healthcare NHS Trust became a first-wave NHS Foundation Trust on 1 April 2004.

In its recent Care Quality Commission inspection (reported Feb 2016) the RD&E was rated as 'Good' overall with some features rated as 'Outstanding'.

For a full description of the main hospitals and services of the Trust see the Trust website <u>http://www.rdehospital.nhs.uk/</u>

#### 3. THE WORK OF THE DEPARTMENT AND DIVISION

#### Child Health Services in Exeter

Child Health in Exeter is part of the Specialist Services Division. The Associate Medical Director for specialist services is Dr Corinne Hayes. Lead Clinician for Paediatrics is Dr Chris Moudiotis, Lead for Community Child Health is Dr Helen Brewer and Lead for Neonates is Dr David McGregor.

The Child Health department comprises Acute Paediatrics, Neonatology and Community Child Health. Nursing services are led by Lisa Brown, Lead nurse for children and Louise Rattenbury, Clinical Matron for Neonates and Paediatrics. Business management is provided by Natalie Wickins, Divisional Director, Louise Tillotson, Divisional Business Manager, and Jasmine Hughes, Cluster Manager for Paediatrics and Neonatology.

The principle of provision of paediatric care in Exeter has been that each of the consultant paediatricians has remained a generalist while developing one or more special interests.

The following tables show details of the consultants and speciality doctors currently in post.

Name	NHS sessions	Main description of post	Special interest & responsibilities	
Dr Chris Moudiotis	FT	Acute Paediatrics	Diabetes / Endocrinology	
Dr Richard	FT	Community Child Health &		
Tomlinson		Acute Paediatrics	MyCare	
Dr Rachel Howells	FT	Acute Paediatrics	Neurology / Epilepsy Lead for Medical Appraisal Named Doctor for Safeguarding / Devon CCG (Exeter)	
Prof Stuart Logan	LTFT	Outpatient Paediatrics	Epidemiology Evidence Based Practice	
Dr Corinne Hayes	FT	Acute Paediatrics	Paediatric Oncology, Hearing Impairment	
Dr Simon Parke	FT	Acute Paediatrics	Paediatric Oncology, Benign Haematology Clinical Director Paediatrics	
Dr Rebecca Franklin	LTFT	Acute Paediatrics	ED liaison Immunology and infectious diseases	
Dr Beth Enderby	FT	Acute Paediatrics	Respiratory, Cystic Fibrosis	
Dr Emily Bell	LTFT	Acute Paediatrics	Respiratory, Cystic Fibrosis	
Dr Hannah Cottis	LTFT	Acute Paediatrics	Nephrology UEMS lead	
Dr Sian Ludman	LTFT	Acute Paediatrics	Allergy & Immunology	
Prof. David Mabin	FT	Neonatology Cardiology	Neonatology, Cardiology Associate Clinical Dean UEMS	
Dr James Hart	FT	Acute Paediatrics & Neonatology	Gastroenterology, Metabolic disorders Neonatology	
Dr Nigel Osborne	LTFT	Acute Paediatrics	Cardiology	
Dr David Bartle	FT	Neonatology & Acute Paediatrics	Peninsula Deanery Programme Director ST4 -8 and Trust Simulation Lead	
Dr Nagendra Venkata	FT	Neonatology & Acute Paediatrics	Cardiology, Neurodevelopment	
Dr David McGregor	FT	Neonatology & Acute Paediatrics	Diabetes and Endocrinology College Tutor Clinical Director Perinatal and Gynaecology	
Dr Nichola O'Shea	LTFT	Neonatology & Acute Paediatrics	Neonatalogy Neurodevelopment Neonatal Clinical lead	
Dr Helen Brewer	LTFT	Community Child Health	Community Child Health, Neurodisability	
Dr Eleanor Thomas	LTFT	Community Child Health	Community Child Health, Neurodisability Designated doctor for Child Death Review Community Paediatrics Lead	
Dr Leighton Phillips	LTFT	Community Child Health	Community Child Health, Neurodisability, Children in Care, Designated Doctor CIC Community Paediatrics Lead	
Dr. Rowan Stanbury	LTFT	Community Child Health & Acute Paediatrics	Community Child Health, Neurodisability, Acute General Paeds	
Dr. JP Smith	FT	Acute Paediatrics	Named Doctor for Safeguarding Rheumatology Acute Paediatrics Lead	
Dr. Christine McMillan	FT	Acute Paediatrics	Gastroenterology	

Dr. Emily Chesshyre	LTFT	Acute Paediatrics	Infectious diseases
Dr Harriet Aughey	LTFT	Neonatology & Acute Paediatrics	Neonatology
Dr Gillian Forward	LTFT	Neonatology & Acute Paediatrics	Neonatology

Staff Grade, Specialty Doctors, Specialists & Associate Specialists				
Dr Rachel Elderkin	General Paediatrics &	Cystic Fibrosis		
	PAU	Hearing Impairment		
Dr Susan Hellewell	General Paediatrics &	Diabetes		
	PAU			
Dr Jess Pales	General Paediatrics &	Adolescent health		
	PAU			
Dr Rachel Wajed	Oncology			
Dr Jane Dunlop	Community Child Health,	CCG Designated Doctor for SEND		
	Neurodisability			
Dr Clare Howard	Community Child Health,			
	Neurodisability			

#### Acute Paediatrics

Bramble Ward in Wonford Hospital is staffed for 30 children's inpatient beds to provide for all children in the district. Included in this is the Paediatric High Dependency Unit (PHDU), which consists of a three-bedded bay and an isolation cubicle. In addition, Bramble has a 6-bedded bay for surgical daycase and a 5-bedded bay for ambulatory daycases. There is also a 5-bed paediatric oncology day case unit and a 6-space Paediatric Assessment Unit located beside ED. Bramble is situated adjacent to the emergency medicine and X-ray departments with the intensive care unit and main theatres above.

The paediatric outpatient suite adjoins Bramble ward and has seven large consulting rooms and its own paediatric waiting area with specially-designed play facilities. There are additional outpatient facilities at Heavitree Hospital where the department of clinical genetics is situated.

Paediatric intensive care is provided jointly with the anaesthetists in the general ITU where there is a designated paediatric cubicle. Exeter is one of three units providing Level 2 PICU in the region. All cases are discussed with specialists of the regional unit in Bristol who undertake retrieval if appropriate. The 4-bedded PHDU facility on Bramble ward provides non-invasive respiratory support (including high flow humidified oxygen and CPAP) and elective complex post-operative surgery care (including spinal, orthopaedic and thoracic surgery).

The consultant neonatal and general paediatric rotas are separate so there is 24 hour dedicated consultant cover for both general paediatrics and neonatology. All consultants with acute responsibilities participate in the admission arrangements and provide consultant cover for the unit when on service or when on-call. Current arrangements have a 7 day a week Consultant-led general paediatric ward round with junior doctor support.

Acute assessment of children with suspected non-accidental injuries and necessary acute liaison with partner agencies forms part of the responsibilities of the on-call team. The department has a vision to work towards a separate child protection rota. Child sexual abuse services in the absence of acute physical injury are provided out of Wonford Hospital.

While all the consultants take general paediatric cases, they each have special interests (see table above) and cross referral of complex patients is part of normal practice. The department has strong sub-speciality provision and the post-holder would look to bring or develop in post a sub-speciality interest complementary to the department.

There are a number of joint clinics conducted by regional specialists and combined clinics with local adult clinicians.

#### **Community Paediatric services**

Community paediatric and neurodisability medical services in Exeter and Eastern Devon are provided by doctors employed by Royal Devon. Collaborative working takes place with the CAMHS and Education and Social Care.

Each Paediatrician in the community team covers a geographical patch, with a degree of cross cover of cases; this allows better development of community working relationships. Community clinics are held in Tiverton, Crediton, Cullompton, Okehampton, Exmouth and Honiton. Children from Exeter city are seen either at Royal Devon (Wonford), Royal Devon (Heavitree) or Honeylands Specialist Child Assessment Centre. Community Paediatricians provide medical assessment and management of children showing symptoms or signs that suggest a neurodevelopmental or neurodisabling condition, and the management of medical conditions associated with social, developmental or educational impairment. Those children with more significant difficulties and who attend special schools are seen in clinics delivered by the Community Paediatricians in school. There are also joint clinics with physiotherapists and orthopaedics at Vranch House School and Therapy Centre.

Children with concerns suggestive of an Autism Spectrum Disorder are assessed by the ASD assessment team, provided by Children and Family Health Devon. Paediatricians are integral to this pathway, providing opinion on differential diagnosis and assessment for medical co-morbidities. Children with suspected ADHD without co-morbid mental health needs are seen by either community paediatricians.

Emotional, mental health support and psychiatry services are led by the Child and Adolescent Mental Health Service which is provided by Children and Family Health Devon. Regular joint clinical meetings with CAMHS clinicians take place and joint clinics when necessary.

Multidisciplinary assessments for preschool children with developmental concerns take place at Honeylands Specialist Child Assessment Centre. The service is currently run by Children and Family Health Devon. Therapeutic services including Physiotherapy, Speech and Language, Occupational, and Music therapy are provided for pre-school children.

This post's primary role includes responsibility, alongside the Named Doctor, for the provision of Adoption and Fostering Medical services for Devon children, primarily those living within the Eastern Devon area. In addition, occasional assessments for children accommodated in the areas covered by peripheral Trusts may be undertaken at one of the RDUH's satellite sites. Healthcare services in this area are provided for by the One Devon ICB. The post holder will work as part of a team with medical and nursing and administration colleagues from trusts and Healthcare organisations across Devon.

#### Research

There is a longstanding and active research background within the Paediatric department at Royal Devon.

Exeter CF centre is one of 27 Clinical Trials Accelerator Programme (CTAP) centres in the UK CTAP clinical trials network. Financed by the UK CF Trust, this network provides 89% of

the UK CF population access to clinical trials. Our CF trial co-ordinators support CF trial set up and delivery. This enables us to be an early phase centre, enabling our patient cohort to participate in national trials and so access novel therapies.

The Peninsula Medical College of Medicine and Dentistry (PCMD) and the University of Exeter Medical School (UEMS) has brought opportunities for academic and teaching development to consultants in the department. Professor Stuart Logan is Director of the Institute of Health and Research (NIHR) and is the also Director of the NIHR Peninsula Collaboration for Leadership in Applied Health Research and Care (PenCLAHRC) based in Exeter. He has specific interests in evidence based child health, paediatric epidemiology and has experience of teaching postgraduate studies in Community Child Health. He also has a weekly general paediatric clinic.

## Safeguarding & Child Protection

All paediatricians at the Royal Devon take part in assessments and examinations of children who may have been abused. The assessment and management of children with suspected child abuse is currently the responsibility of the Acute Bramble Consultant and team. There is no separate Child Protection rota.

Named Personnel for Safeguarding at the Royal Devon are Caroline Holt, Nurse Consultant, and Dr JP Smith, Named Doctor.

Assessment services for children with suspected sexual abuse are provided separately by an independent provider, G4S.

#### **Social and Educational Paediatrics**

All paediatricians provide reports to the local authority to assist in the assessment and support of children with additional needs. Those in the CCH team have a particular responsibility to support the learning communities and to work with public health nurses / school nurses.

#### Junior and Middle Grade Staff

6 Specialty registrars, 1 staff grade, and 2 clinical Fellows provide middle grade cover. The rota is New Deal and EWTD compliant. There are always 2 consultants on-call for acute paediatrics and neonatology, when the service is busy and at weekends they liaise and support each other in the service delivery.

There are 7 F2/ST1-2 doctors (4 of whom are GPVTS) on the acute ward and 6 F2/ST1-2 doctors on the neonatal unit.

#### **Clinical Genetics**

There are 7 consultant clinical geneticists who provide a Peninsula wide service from their base at the Heavitree hospital site in Exeter. The department is completed by 2 SpRs and a team of specialist clinical genetics nurses.

A DNA laboratory was established in 1995, in conjunction with an adult physician, Professor Andrew Hattersley, and Prof Sian Ellard, molecular geneticist.

Exeter is one of the nominated centres for the 100,000 Genome Project.

#### Undergraduate, Postgraduate and Continuing Medical Education and Audit

The Governance Support Unit provides support to clinicians. There are two divisional governance managers and a divisional complaints lead. Audit and risk management are discussed regularly at monthly paediatric, neonatal and community business meetings.

There are monthly divisional meetings attended by lead clinicians, business managers and governance managers.

There is an active teaching programme for junior staff with a number of joint teaching activities with other directorates including the emergency department. This fulfils the RCPCH syllabus for the junior staff and contributes a robust internal CPD program for established Consultants. The RCPCH college tutor is Dr Nicola O'Shea and the year 4-5 training programme director for the peninsula is Dr Dave Bartle.

The Hospital hosts APLS, NLS, PLS and PILS courses and several consultants are instructors and course directors for these events.

The department actively participates in the delivery of undergraduate teaching of medical students from the University of Exeter Medical School (UEMS). The routine delivery of the Child Health UEMS curriculum is shared amongst departmental staff and this is reflected in the job planning process. Some consultants provide special study placements for small groups of students and some act as academic tutors, supervising the academic development of undergraduates. These activities are supported by regular training days and updates provided by UEMS staff.

#### 4. <u>POSITION OF SPECIALIST DOCTOR UNABLE FOR PERSONAL REASONS TO</u> WORK FULL-TIME

Any Doctor who is unable for personal reasons to work full-time will be eligible to be considered for the post. The Trust is committed to flexible working arrangements including job-sharing. Such arrangements will be discussed with any shortlisted candidate on an individual basis.

# 5. <u>THE JOB</u>

**TITLE:** Specialist Grade in Community Child Health

#### **RELATIONSHIPS:**

The employer is Royal Devon. Clinical services are provided in part by block contract with NHS Devon Clinical Commissioning Group. Key working relationships will be the staff and health professionals working within Integrated Children's Services (Child and Family Health Devon).

#### DUTIES OF THE POST

#### Clinical commitments

The community child health team at the Royal Devon has a responsibility for the medical assessment and management of children showing symptoms or signs that suggest a neurodevelopmental or neurodisabling condition. They lead on the management of medical conditions associated with social, developmental, or educational impairment.

The service is characterised by multidisciplinary team approach, often in a locality or environment that facilitates care. Organisation of services acknowledges that these medical conditions often have multisystem complexity, and that associated familial and environmental factors may require an adapted approach.

Multiagency planning continue the development of neurodevelopmental care pathways for conditions such as ADHD and ASD across Devon.

## **Education and Training**

The post-holder will be expected to participate in junior staff education. They will be enrolled with the RCPCH for CPD and undertake appraisal as per Trust policy.

#### University of Exeter Medical School

The Royal Devon and Exeter NHS Foundation Trust is one of the NHS partners of the Exeter Medical School and the Department has responsibility for part of the clinical undergraduate teaching programme. Time for teaching and preparation is arranged by mutual agreement with the Clinical Lead within the Trust's annual job planning and appraisal process.

## **Clinical Audit & Research**

To contribute to the development of Clinical Quality Standards though service development and appraisals of service delivery. The successful candidate will be expected participate in the design and completion of audit projects leading to improvements in practice.

#### 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 expected to be responsible to the Clinical Lead 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 departmental meetings.

#### **Professional Performance**

It is a requirement that if the employee has concerns about the professional performance of a member of the medical staff, they have a duty to speak to the person concerned. If the matter is potentially serious, or satisfaction is not obtained with the direct approach, such concerns should be discussed with the lead clinician; if satisfaction is again not obtained, concerns should be discussed with the Associate Medical Director or Medical Director.

#### Infection Control

All medical and dental staff have a duty to practise safe medicine in relation to infection control and other issues. Appointees will therefore be expected to attend infection control learning opportunities once per year as a minimum, and also to comply with Trust Infection Control policies and guidelines.

#### Staff and office

The appointee will have office accommodation, secretarial support and access to a dedicated PC and the Internet.

#### Leave

Annual and study leave will be granted to the maximum extent allowable by the Medical & Dental Whitley Council regulations, but, in accordance with the Trust's leave policy. The post holder will coordinate leave with the other consultants as per departmental policy.

## Supporting Activity Time (SPAs)

Core SPA activity should comprise of activities necessary for appraisal, revalidation and to keep up to date with contemporary clinical practice. This should include mandatory training, personal clinical audit and performance review and participation in divisional audit, governance and departmental meetings.

Additional SPA activity such as educational supervision to allocated trainees and the support research activity will attract additional SPAs on an individual basis in line with Trust Policy.

# 6. <u>TIMETABLE</u>

Job planning is based on an annualised contract based on 42 weeks. The 42 weeks takes into consideration annual, study and professional leave requirements. This is a non-specific indicative job plan.

The content and detail of the timetable to be agreed by the Trust with the appointee.

Community Paediatric Specialist Dr Generic Job Plan Overview	РА	Clinic no.
DCC total	5	
>5 Locality Community Clinics	3	63
NAP	1.5	32
ASD	0.5	10
GAP / MAP	1	21
Telephone Clinics	0.38	42
Under 5 Service		
Honeylands Clinics	0.44	9
MDT / SEND / TAF work		
Multi-Agency Work (Pathway Mtg, MDT e.g ASD / CAMHS, TAF, CIN)	0.8	
EHCP work	0.13	
Referrals & Triage		
A&G	0.25	
SPA	1	
TOTAL	6	

# 5 DCC

1 SPA

# 5PA TOTAL

# MAIN CONDITIONS OF SERVICE

#### Salary Scale

£80,693 to £91,584 per annum pro rata

(appointment at specialist doctor level)

#### Annual Leave

Doctors upon first appointment to the Specialist grade and who are not included in paragraph 2 below shall be entitled to annual leave at the rate of five weeks and two days a year.

Doctors who have completed a minimum of two years' service in the Specialist grade or Specialty Doctor grade and/or in equivalent grades or who had an entitlement to six weeks' annual leave a year or more in their immediately previous appointments shall be entitled to annual leave at the rate of six weeks and two days a year.

# Study leave

Pro-rata 30 working days over period of three years.

### 8. <u>ACADEMIC FACILITIES</u>

#### The University of Exeter Medical School

The Peninsula Medical School was founded on a partnership between the Universities of Exeter and Plymouth and the NHS in Devon and Cornwall. The school commenced delivery of the Undergraduate Programme in Autumn 2002. Due to Exeter University's strengthening national reputation (and entry to the Russell Group) it has taken over the role of running the medical school on the Exeter site from September 2013. All teaching is underpinned by a strong research base with research focused in the Institute of Biomedical and Clinical Science, Institute of Health and Social Care and the Institute of Clinical Education. A new Exeter University medical research building has recently been constructed on the main Wonford site, enhancing the already close links between the Trust and the University.

There is great scope for staff in NHS Partner Organisations to become involved in all aspects of the curriculum for undergraduate education; for example, clinicians may be engaged as Clinical Skills Tutors, Special Study Unit (SSU) Providers, and Academic Mentors.

#### Research and Innovation

An appointee will be expected 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 expected to identify suitable patients for clinical trials. There are opportunities for candidates to act as a Principal Investigator for NIHR clinical trials with the support from R&D as well as develop their own portfolio of research as a Chief Investigator with support from the Research Design Service.

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.

A successful candidate will be expected participate, 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 and Development Support Unit (RDSU)

The Trust holds a contract from the Department of Health to host a Peninsula wide Research and Development Support Unit to facilitate NHS R&D in the implementation of Evidence Based Practice in the research community. This Peninsula Unit, which was formed from three highly successful units, involves networks throughout the Peninsula embracing both Primary Care Secondary Care and supports all professional groups.

#### 9. RESEARCH GOVERNANCE

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

#### 10. CANVASSING

Candidates are asked to note that canvassing of any member of the Advisory Appointments Committee will disqualify {see Statutory Instrument 1982 No. 276 paragraph 8(1)(b)}. This

should not deter candidates from seeking further information relevant to the post from those members of the Trust detailed below and, further, this should not deter candidates from making informal visits to the Trust which are actively encouraged.

# 11. ACCESS TO CHILDREN AND VULNERABLE ADULTS

The person appointed to this post may have substantial access to children and to vulnerable adults. Applicants are, therefore, advised that in the event that your appointment is recommended and in line with Trust policy, you will be asked to undertake an Enhanced disclosure check with the DBS prior to commencement of employment. 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 taken into account in deciding whether to engage an applicant.

# 12. <u>REHABILITATION OF OFFENDERS</u>

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.

# 13. DATA PROTECTION ACT 1998

Candidates are informed that the information given by them in application for the post will be used only for the recruitment and selection process. For successful candidates this will then form part of their personal file, and for unsuccessful candidates the information will be destroyed. The information is stored both in hard copy form and minimally on a database. This information is held and administered in line with the Data Protection Act and the Trust's confidentiality procedure.

# 14. <u>DIVERSITY AND EQUALITY</u>

The Trust is committed to recruiting and supporting a diverse workforce and so we welcome applications from all sections of the community, regardless of age, disability, sex, race, religion, sexual orientation maternity/pregnancy, marriage/civil partnership or transgender status. The Trust expects all staff to behave in a way which recognises and respects this diversity, in line with the appropriate standards

# **FURTHER INFORMATION**

The Trust welcomes informal enquiries; the relevant people to speak to are as follows:

Clinicial Director Paediatrics:	Dr Simon Parke Consultant Paediatrician Royal Devon University Healthcare NHS Foundation Trust Barrack Road, Exeter. EX2 5DW. Tel: 01392 402685 E-mail: <u>simon.parke@nhs.net</u>
Clinicial Lead Community Paediatrics:	Dr Leighton Phillips Consultant Paediatrician Royal Devon University Healthcare NHS Foundation Trust Barrack Road, Exeter. EX2 5DW. Tel: 01392 411611 E-mail: leighton.phillips1@nhs.net
Associate Medical Director:	Dr Georgina Hands Consultant Paediatrician Centre for Women's Health Royal Devon University Healthcare NHS Foundation Trust Barrack Road, Exeter. EX2 5DW E-mail: <u>georginahands@nhs.net</u>
Divisional Director:	Mrs Natalie Wickins Divisional Director, Centre for Women's Health Royal Devon University Healthcare NHS Foundation Trust Barrack Road, Exeter. EX2 5DW Tel: 01392 406515