

ROYAL DEVON UNIVERSITY HEALTHCARE NHS FOUNDATION TRUST JOB DESCRIPTION

Clinical Fellow in Clinical Genetics (ST3 level)

Fixed term for 12 months

Peninsula Clinical Genetics

The Peninsula Clinical Genetics service is hosted by Royal Devon University Healthcare NHS Foundation Trust and delivers care to the populations of Somerset, Devon and Cornwall (~2.4 million). The main department is in Exeter with satellite offices with Genetic Counsellors and administrative staff in Plymouth and Truro.

Clinics are held at all the main hospitals in the region (Royal Devon & Exeter Hospital, Derriford Hospital in Plymouth, Royal Cornwall Hospital in Truro, North Devon District Hospital in Barnstaple, Musgrove Park Hospital in Taunton and Torbay Hospital) and some community healthcare settings. It is the goal, so far as is possible, to provide an equitable and accessible service throughout the region.

The medical team consists of 13 consultants (8.6 WTE), two Academic Clinical Lecturers and two Specialty Trainees are due to start in August. The consultant team has a wide range of sub-specialty expertise, including cancer genetics, cardiac genetics, prenatal genetics, pre-implantation genetic testing, acute paediatric genetics, skeletal dysplasia, differences of sexual development (DSD), neurogenetics, renal genetics and ophthalmic genetics. Joint clinics and multidisciplinary meetings are held in many of these sub-specialties. The medical team is supported by Genetic Counsellors, Genomic Practitioners, Family History Coordinators and a secretarial and administrative Team.

There are very strong links with specialists in related disciplines in all hospitals across the region. The Clinical Genetics Service is an integral part of the regional cancer, inherited cardiac conditions, DSD and fetal medicine networks. The Clinical Genetics and Fertility services at Royal Devon run a satellite pre-implantation genetic diagnosis (PGT) service with Guy's and St Thomas' Hospital, the country's leading PGT provider. Patients from across the SW region are seen by this service.

The Royal Devon uses Epic (electronic patient record) which is accessible from all clinic sites and from home (or anywhere with internet access). The service is in the process of implementing PhenoTips Pedigree management system, which will be integrated with Epic.

There are weekly Clinical Meetings so there is opportunity to discuss cases with colleagues, as well as seminar and journal club programmes. Some meetings are held virtually and some face to face in Exeter. There are regular joint clinical and laboratory meetings with the South West Genomic Laboratory Hub (Exeter and Bristol laboratories). Exeter University Genomics departments also invite Clinical Genetics clinicians to join their journal clubs and symposia.

Close links are maintained with the neighbouring regional genetics services in Bristol, Cardiff, Birmingham, Oxford and Southampton, which make up the South West of Britain (SWOB) group, which meets twice a year.

There is a transformation project underway to form a single South West Clinical Genetics service which will be hosted by the Royal Devon University Healthcare NHS Foundation Trust with main hubs in Exeter and Bristol.

Genomic Medicine Service Alliance

The South West Clinical Genetics service is part of the SW Genomic Medicine Service Alliance and several Consultants and Genetic Counsellors have roles within the GMSA.

South West Genomic Laboratory Hub (SW GLH)

The SW GLH is a partnership between North Bristol NHS Trust (NBT) and Royal Devon. It comprises Bristol Genetics Laboratory based at Southmead Hospital (NBT) and Exeter Genomics Laboratory. The SW GLH has a consistent record of delivery of all rare disease and genomic testing within the NHS England turnaround targets, alongside an international reputation for development of new innovative approaches to rare disease diagnostic testing.

Bristol Genetics Laboratory performs the analysis of whole genome sequencing (WGS) for all the core WGS and non-WGS tests for patients in the South West. It provides specialist tests for cardiac, renal and neurogenetics. It is a pathfinder laboratory for cancer long-read sequencing.

Exeter laboratory delivers high quality genetic and genomic testing for both NHS and research patients by combining the innovation and academic expertise of research scientists with the rigorous quality approach required in a clinical diagnostic service. It is the sole provider of the NHSE rapid whole genome sequencing service for acutely unwell children. It also provides specialist tests for endocrine disorders. The clinical diagnostic facility is underpinned by world-class research, state of the art technology, scientific, bioinformatics and clinical expertise. The laboratory is co-located in the RILD Wellcome-Wolfson building which also houses the world leading University of Exeter Medical School genomics and epigenetics research groups.

About this Post

This is a new post created to support the consultant team in clinical management of patients referred to Clinical Genetics. The post is for 40 hours a week with no out of hours on-call or unsociable hours work. We also welcome applications from people wishing to work less than full-time.

The post-holder will have their own caseload. The clinical work will primarily consist of outpatient clinics in Exeter and a selection of other hospitals in the region depending on clinical need and may need to change to meet the service's aim of equitable waiting lists across the region. Travel time will be included and travel expenses reimbursed. There will be occasional review of inpatients, particularly paediatric referrals. Clinical supervision will be provided by the consultant team so there will be an opportunity to discuss cases before and after clinic. The post-holder will request appropriate genetic tests, in-line with the National Genomic Test Directory eligibility criteria, and

other investigations and manage the results. They will write letters to patients, referrers and other relevant clinicians after each appointment (using voice recognition software), and review all correspondence received about their patients and reply as required.

The post-holder will attend departmental meetings and lab meetings and, depending on experience, attend some MDT meetings.

Adequate time and facilities for clinical administration, including appropriate office space, secretarial support and access to a personal laptop and computer or docking station, required software and internet access, will be available. There is full electronic access to all key journals.

The individual job plan and detailed timetable will be discussed with the successful candidates. There are departmental meetings on Wednesday mornings which the post-holder will be expected to attend. When the remaining work and clinics are scheduled in the week is negotiable. If part-time, the work days will need to be fixed days although a small degree of flexibility may be possible, via discussion with the Lead Clinician.

Supporting Professional Activities

The post-holder will participate in a variety of supporting professional activities. This includes, but is not limited to:

- Appraisals, job planning and revalidation
- Personal and professional development, including service development
- Professional administration, including related correspondence
- Audit

Person Specification

Applicants must demonstrate on the application form that they fulfil all essential criteria to be considered for shortlisting. Appointment is subject to pre-employment checks, including occupational health, DBS checks and a minimum of three satisfactory references

Requirement	Essential Attributes	Desirable Attributes
Qualifications and Training		
Professional qualifications	Primary Medical Qualification (MBBS or equivalent). Membership of Royal College of Physicians or Membership of Royal College of Paediatrics and Child Health (or equivalent).	
	Full GMC registration and licence to practise.	

Requirement	Essential Attributes	Desirable Attributes
Clinical Experience		
Employment	Evidence of experience of working in Clinical Genetics	
Clinical knowledge and skills	<p>Able to take responsibility for clinical care of patients (following case discussion with a consultant).</p> <p>Demonstrates a clear, logical approach to clinical problems and an appropriate level of clinical knowledge.</p> <p>Able to prioritise clinical need.</p> <p>Caring approach to patients.</p>	Positive feedback on clinical work from colleagues and patients.
Non-clinical skills		
Innovation, research, publications and presentations	<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>Evidence of relevant research, presentations or publications</p>
Communication and personal skills	<p>Good spoken and written English language skills.</p> <p>Communicates effectively with patients, relatives, colleagues, GPs, nurses, allied health professionals and outside agencies.</p> <p>Evidence of ability to work with multi-professional teams and to establish good professional relationships.</p> <p>Fit in and work well with the established team</p>	
Other requirements		
Motivation and management of personal practice	<p>Punctual and reliable.</p> <p>Good personal organisational and prioritisation skills, achieve deadlines.</p> <p>Takes responsibility for personal practice and is able to cope well with stressful situations.</p> <p>Commitment to continuing medical education and professional development.</p> <p>Flexible and adaptable attitude.</p>	

Requirement	Essential Attributes	Desirable Attributes
Commitment to post	<p>Demonstrates enthusiasm for the South West as a place to live and work.</p> <p>Ability to meet the travel requirements of the post including independent travel to peripheral clinics</p>	

Professional Performance

The Trust expects all doctors to work within the guidelines of the GMC Guide to Good Medical Practice. You will work with clinical and managerial colleagues to deliver high quality clinical care, within the management structure of the Trust and are expected to follow Trust policies and procedures, both statutory and local, including participation in the WHO surgical checklist.

You will be expected to take part in personal clinical audit, training, quality assessment and other professional activities, including continuing medical education, annual appraisal, job planning and revalidation. It is expected that you will participate in multi-source feedback from both colleagues and patients. You will undertake administrative work associated with management of your clinical and professional practice.

You will be accountable for the effective and efficient use of any resources under your control.

Reporting Concerns

The Trust is committed to providing safe and effective care for patients. There is an agreed procedure that enables staff to report “quickly and confidentially, concerns about the conduct, performance or health of medical colleagues”, as recommended by the chief medical officer (December 1996).

All medical staff practising in the Trust must ensure that they are familiar with the procedure and apply it if necessary.

Serious Untoward Incidents

It is expected that you will report all risks, incidents and near misses in accordance with the Trust governance structure. You will be required, on occasion, to lead or assist with investigation of incidents and implementation of risk-reducing measures to safeguard patients, visitors and staff. You must comply with the Duty of Candour legislation.

Research and Audit

Audit is supported by the clinical audit and effectiveness department and we encourage all levels of staff to undertake quality improvement projects. Research within the Trust is managed in accordance with the requirements of the Research Governance Framework. You must observe all

reporting requirement systems and duties of action put in place by the Trust to deliver research governance.

Safeguarding Children and Vulnerable Adults

The Trust is committed to safeguarding children and vulnerable adults and you will be required to act at all times to protect patients. The appointees may have substantial access to children under the provisions of Joint Circular No HC (88) 9 HOC 8.88 WHC (88) 10. Please be advised that, in the event that your appointment is recommended, you will be asked to complete a form disclosing any convictions, bind-over orders or cautions and to give permission in writing for a DBS check to be carried out. Refusal to do so could prevent further consideration of the application.

Rehabilitation of Offenders

Attention is drawn to the provisions of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 as amended by the Rehabilitation of Offenders Act 1974 (Exceptions) (Amendment) Order 1986, which allow convictions that are spent to be disclosed for this purpose by the police and to be taken into account in deciding whether to engage an applicant.

This post is not protected by the Rehabilitation of Offenders Act, 1974. You must disclose all information about all convictions (if any) in a court of law, no matter when they occurred. This information will be treated in the strictest confidence.

Health and Safety

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

Infection Prevention and Control

The Trust is committed to reducing hospital-acquired infections. All staff are expected to ensure that infection risks are minimised in line with national and Trust policies and best practice. They are supported in this by the infection prevention and control team.

Our Approach to Inclusion and Diversity

Inclusion is fundamental to our approach to organisational development, culture, service improvement, and public and patient engagement. It is one of our core values and we have an inclusion lead to provide strategic oversight to the inclusion agenda. Our inclusion steering group is chaired by our interim CEO, Sam Higginson, and reports its progress to the Board of Directors.

Our aim is to create a positive sense of belonging for everyone, regardless of their background or identity, and to value visible and invisible differences, so everybody is respected and valued, and everyone feels comfortable bringing their whole selves to work and able to reach their full potential.

We have staff inclusion champions who provide information to colleagues and promote inclusion opportunities. We also have a range of networks which colleagues can join, including:

- Disability network
- LGBTQ+ network
- Ethnic minority network
- Neurodiversity Network

Once colleagues join us, we can share with them more information, including how to join any of these groups.

Salary Scale: £65,048 (ST3)

Annual leave: 27 days per annum plus Bank Holidays (pro-rata if less than full-time)

Study Leave: 30 days per annum (pro-rata if less than full-time)

Further Information

For further information please contact Dr Emma Kivuva (Interim Clinical Director of Peninsula Clinical Genetics Service) Email: emma.kivuva@nhs.net