

## Job Description

### 1. Job Details

<b>Job Title:</b>	AIM Education Fellow
<b>Responsible to:</b>	Associate Medical Director
<b>Professionally Responsible to:</b>	Clinical Lead & Consultants in Medicine
<b>Grade:</b>	Trust Grade (FY3 / CT1 + equivalent)
<b>Unit:</b>	Medicine
<b>Salary:</b>	£49,909

### 2. Job Purpose

The post will be nominally split between providing high quality care to medical patients in a busy environment and to deliver simulation/education each week. The Medicine shifts will be within our Medicine directive. It is anticipated that the role will be 4 days clinical and 1 day teaching.

The post holder will work with the nurse Clinical Educator to deliver simulation and other training opportunities for a range of clinical staff (not just medical) to support identified training needs. The post holder will be expected to attend the Train the Trainer course for Simulation if required.

The post holder will develop their skills in delivering simulation and education to a wide range of staff including medical students, Foundation and Core trainees as well as other clinical staff such as nurses and therapists.

The successful candidate will also be involved in Governance, department improvements and patient safety initiatives.

### 3. Main Tasks/Duties and Areas of Responsibility

#### Medicine

The Successful candidate will work alongside Foundation and Core trainees within medicine. The specialities covered through the year will depend on both the areas that require senior support and also the candidate's future career path. Every effort will be made to ensure the candidate will be working in specialities relevant to their future career aspiration. Candidates will be given the opportunity to support the ambulatory care clinics.

#### Simulation/Education

The successful candidate does not have to have previous simulation teaching experience. They will be trained locally and supported by the Simulation lead and simulation staff. The successful candidate will be offered free training on a recognised Train the Trainers course.

In addition to clinical work their responsibilities include:

- Delivering simulation for practical procedures to a range of clinical staff
- Developing a simulation programme for a range of clinical staff
- Working with other doctors to deliver education in a variety of settings
- Supporting the delivery of simulation/training to other departments
- To prepare and produce resources and IT materials required to support the skills training and simulation courses
- To develop simulation and teaching packages which reflect current, evidence and policy-based practices
- Supporting individuals' who need additional learning and support. Both from within the department and those from other departments. This can be on a 1:1 basis, with the clinical educator and shadowing.

#### 4. Communication and Working Relationships

The post holder is required to deal effectively with staff of all levels throughout the Trust as and when they encounter on a day to day basis. In addition, the post holder will deal with the wider healthcare community, external organisations and the public. This will include verbal, written and electronic media. Of particular importance are working relationships with:

- Consultants
- Patients
- Specialist Registrars
- Junior Doctors
- Nursing Staff
- Rota team
- AfC Support Staff
- Partner Organisations

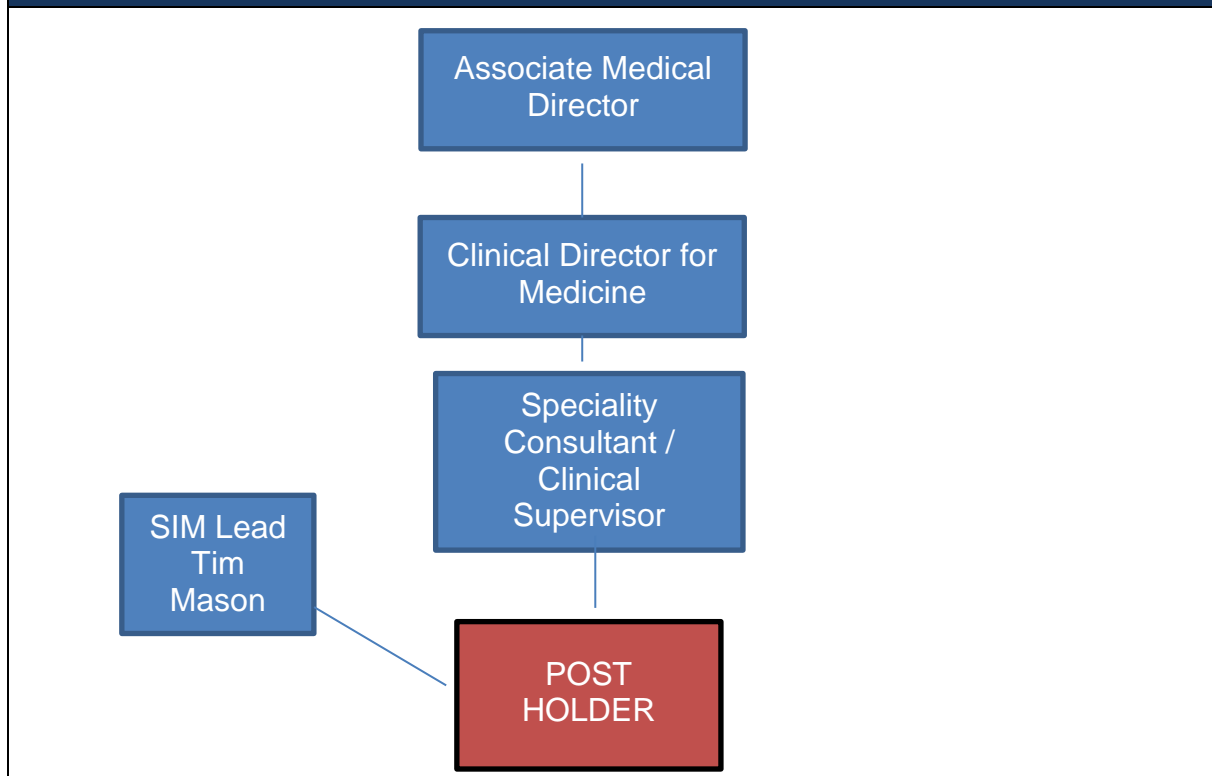
#### MEDICAL AND CARE OF THE ELDERLY BEDS

We provide a comprehensive medical service both at the North Devon District Hospital and the local community hospital. There are close links with Exeter, Plymouth and Bristol, which are likely to increase in the future with developments in services and the Exeter Medical School project. The beds are distributed as follows:

Level 5	Staples Ward	Stroke Unit	24 beds
Level 4	Victoria Ward	Cardiology	28 beds
	Fortescue Ward	Rehabilitation/HfOP	29 beds
Level 3	ITU, HDU		4 & 3 beds
	Capener Ward	Gastroenterology/GiM	29 beds
	Tarka Ward	Respiratory	18 beds

Level 1	Medical Assessment Unit	26 beds
	Alexandra Ward	Acute care of Elders/General Medicine 22 beds

## 5. Organisational Chart



## 5. About us

The Royal Devon University Healthcare NHS Foundation Trust provides a wide range of district hospital and community health and social care services across Devon and to the thousands of visitors the region receives every summer.

Since the two Trusts have amalgamated RDUH manages the North Devon District Hospital in Barnstaple, the Royal Devon and Exeter Hospital in Exeter, community hospitals and a wide range of community health and social care services.

The North Devon District Hospital provides a 24/7 accident and emergency service and a full range of acute services such as trauma, orthopaedics, general surgery, stroke care and cancer services amongst many others. The Trust has recently invested in state of the art CT and diagnostics services.

The Trust provides some specialist services via a number of clinical networks with neighbouring acute Trusts. These include a vascular network with Taunton, a neonatal network with Plymouth.

In North Devon community inpatient services are provided in a Community Hospital located in South Molton, but there are 5 other community locations providing a range of outpatient and community services.

The Trust was one of the first in England to integrate acute and community healthcare services in 2006, quickly followed by an integration of adult community health and social care services in 2008. This has had a positive impact on our ability to support patients at home by avoiding unnecessary admissions and supporting discharges with a rapid response service.

Community teams across Devon provide a full range of district nursing, community nursing, physical therapies, and sexual health and family planning services. The Trust is also the main provider of specialist community healthcare services in Devon, such as audiology and chiropody. Adult community health and social care services are provided through cluster management arrangements aligned to primary care services.

The Trust also provides services to residents on the borders of Cornwall, Somerset and Dorset.

More information is available on our website: <https://www.royaldevon.nhs.uk>

## **Other Responsibilities**

### **CONDITIONS OF APPOINTMENT**

The post is subject to The Terms and Conditions of Service of Hospital Medical and Dental Staff, and Royal Devon University Healthcare NHS Foundation Trust's local agreements, as modified from time to time. Current copies of these Terms and Conditions may be requested from the Employment Services Office. Your attention is drawn particularly to the following extracts:

Take part in regular performance appraisal.

Undertake any training required in order to maintain competency including mandatory training,

Contribute to and work within a safe working environment

You are expected to comply with Trust Infection Control Policies and conduct him/herself at all times in such a manner as to minimise the risk of healthcare associated infection

As an employee of the Trust, it is a contractual duty that you abide by any relevant code of professional conduct and/or practice applicable to you. A breach of this requirement may result in action being taken against you (in accordance with the Trust's disciplinary policy) up to and including dismissal.

You must also take responsibility for your workplace health and wellbeing:

- When required, gain support from Occupational Health, Human Resources or other sources.

- Familiarise yourself with the health and wellbeing support available from policies and/or Occupational Health.
- Follow the Trust's health and wellbeing vision of healthy body, healthy mind, healthy you.
- Undertake a Display Screen Equipment assessment (DES) if appropriate to role.
- The Trust is committed to providing safe and effective care for patients to ensure there is an agreed procedure for medical staff that enables them to report quickly and confidentially concerns about conduct, performance or health of medical colleagues (Chief Medical Officer, December 1996). All medical staff practicing in the Trust should ensure that they are familiar with the procedure and apply it.

#### **REFERENCES:**

- All staff appointments are made subject to the receipt of satisfactory references to the Trust.

#### **HEALTH & SAFETY**

- In carrying out their duties, the employee is required to take reasonable care to avoid injury or accident which may be caused by work. These duties must be performed in accordance with departmental guidelines which is designed to secure safety in work practices and in the handling of materials and equipment.
- It is every employee's duty to adhere to the Trust's Policy on Fire Prevention and Health and Safety.

#### **INFECTION CONTROL**

- Ensure safe practice to minimize the risks of infection to patients and staff in accordance with national and Trust policy, in particular to be aware of responsibilities as listed in the Infection Control Operational Policy.

#### **DISCLOSURE AND BARRING SERVICE CHECKS**

- This post has been identified as involving access to vulnerable adults and/or children and in line with Trust policy successful applicants will be required to undertake a Disclosure & Barring Service Disclosure Check.

#### **GENERAL**

- This is a description of the job as it is now. We periodically examine employees' job descriptions and update them to ensure that they reflect the job as it is then being performed, or to incorporate any changes being proposed. This procedure is conducted by the manager in consultation with the jobholder. You will, therefore, be expected to participate fully in such discussions. We aim to reach

agreement on reasonable changes, but if agreement is not possible, we reserve the right to insist on changes to your job description after consultation with you.

- Everyone within the Trust has a responsibility for, and is committed to, safeguarding and promoting the welfare of vulnerable adults, children and young people and for ensuring that they are protected from harm, ensuring that the Trusts Child Protection and Safeguarding Adult policies and procedures are promoted and adhered to by all members of staff.

## Person Specification

Title:	AIM Education Fellow
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Requirements	Essential	Desirable
<b>QUALIFICATION/ SPECIAL TRAINING</b> The post holders(s) will be a GMC registrant Attended Simulation based Train the trainer's course Mentorship/teaching qualification Evidence of continuing personal/professional development	E   E	D D
<b>KNOWLEDGE/SKILLS</b> Excellent communication skills Excellent teaching and facilitation skills Presentation skills to enable the brief and de-brief sessions Basic working knowledge of audio-visual equipment Basic Knowledge and experience of using information technology systems An understanding of the place of simulation in clinical education and skills training Training in patient safety and human factors Involvement in the design and/or implementation of teaching programmes.	E E  E  E	D D  D D
<b>EXPERIENCE</b> In-depth clinical experience within an acute medical environment Experience of simulation/clinical skills training. Including running simulation scenarios for a variety of healthcare personal.	E	D
<b>PERSONAL ATTRIBUTES</b> Able to work as a team member. Able to demonstrate empathy Able to handle difficult or emotional situation Able to work in a variety of working environments Physically able to undertake a demanding daily workload, with reasonable adjustments as required Able to work on own and use own initiative Able to work under pressure Excellent organisational skills	E E E E  E E E E	
<b>OTHER REQUIREMENTS</b> The post holder must demonstrate a positive commitment to uphold diversity and equality policies approved by the Trust. Ability to travel to other locations as required.	E E	

	FREQUENCY
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		(Rare/ Occasional/ Moderate/ Frequent)			
WORKING CONDITIONS/HAZARDS		R	O	M	F
<b>Hazards/ Risks requiring Immunisation Screening</b>					
Laboratory specimens	Y/N				Y
Contact with patients	Y/N				Y
Exposure Prone Procedures	Y/N				Y
Blood/body fluids	Y/N				Y
Laboratory specimens	Y/N				Y
<b>Hazard/Risks requiring Respiratory Health Surveillance</b>					
Solvents (e.g. toluene, xylene, white spirit, acetone, formaldehyde and ethyl acetate)	Y/N	Y			
Respiratory sensitisers (e.g isocyanates)	Y/N	Y			
Chlorine based cleaning solutions (e.g. Chlorclean, Actichlor, Tristel)	Y/N	Y			
Animals	Y/N	N			
Cytotoxic drugs	Y/N	Y			
<b>Risks requiring Other Health Surveillance</b>					
Radiation (>6mSv)	Y/N	N			
Laser (Class 3R, 3B, 4)	Y/N	N			
Dusty environment (>4mg/m3)	Y/N	N			
Noise (over 80dBA)	Y/N	N			
Hand held vibration tools (=>2.5 m/s2)	Y/N	N			
<b>Other General Hazards/ Risks</b>					
VDU use ( > 1 hour daily)	Y/N				Y
Heavy manual handling (>10kg)	Y/N		Y		
Driving	Y/N	N			
Food handling	Y/N	Y			
Night working	Y/N		Y		
Electrical work	Y/N	N			
Physical Effort	Y/N				Y
Mental Effort	Y/N				Y
Emotional Effort	Y/N				Y
Working in isolation	Y/N		Y		
Challenging behaviour	Y/N			Y	