

**ROYAL DEVON UNIVERSITY  
HEALTHCARE  
NHS FOUNDATION TRUST**

**Specialty Doctor in Haematology**

**JOB DESCRIPTION**

**ROYAL DEVON UNIVERSITY HEALTHCARE NHS FOUNDATION TRUST**

**SPECIALIST SERVICES DIVISION – CANCER SERVICES CLUSTER**

**JOB DESCRIPTION**

**Salary £59,175 – 95,400**

**Applications are invited for the full-time post of Specialty Doctor (ST3+ equivalent) in Haematology based at the Royal Devon & Exeter Hospital.**

**THE POST**

Specialty Doctor in Haematology.

**Relationships:**

The employer is the Royal Devon University Healthcare NHS Foundation Trust

The post is based on a full-time appointment i.e. 10 programmed activities (PAs) or 40 hours per week. The appointee will be professionally and managerially accountable to the Lead Consultant Haematologists.

**Clinical Commitments**

The post is for 10 PAs per week. There is no on-call commitment attached to this post, but the post holder would be required to join the Saturday morning ward round rota on a 1:6 basis as well as helping to cover the Bank Holiday morning ward rounds (approximately 1-2 per year). The 10 PAs will be worked during office-hours on Mondays to Fridays and occasional Saturdays.

This is a full time post. Applicants will be expected be fully registered with the General Medical Council. The applicant will be expected to have a broad experience in the management of haematological disorders. Candidates may be able to join the medical on-call rota, subject to negotiation.

The appointee will work between 4-5 different outpatient clinics, the daycase unit and the inpatient ward, as part of a rota with other middle-grade colleagues. The case-mix will be general haematology, including patients with haematological malignancies. After appropriate in-house training (see below) they will be expected to prescribe and monitor outpatient chemotherapy, under supervision of the Consultant Haematologists.

The appointee will be expected to participate fully in the educational and audit program of the department and the Trust. They will be expected to participate in the supervision, appraisal and training of junior doctors and medical students. Research work is encouraged and we have links with Exeter, Plymouth and Bristol Universities.

A sample job timetable is provided in Annex A; the timing and distribution of sessions can be negotiated prior to commencing the post.

**Education and Training**

There are a variety of opportunities for education and training associated with this post. The successful candidate would be able to participate in daily blood film and bone marrow review with the duty Consultant in order to further develop their blood cell morphology skills. The department holds frequent cross-site (Exeter / Barnstaple) educational meetings, including a weekly blood-cell morphology meeting, weekly journal club and monthly audit / morbidity & mortality meetings. The successful candidate would be encouraged to participate fully in these meetings and to present cases / articles for discussion on a regular basis. The

department also runs a chemotherapy-prescribers training course (which attracts applicants from other regions) that the successful candidate would be expected to complete.

### **Clinical Audit Research**

Audits are supported and facilitated by the Clinical Audit and Effectiveness Department. The department has an active clinical governance and audit programme.

### **Management**

The Royal Devon & Exeter Hospital operates a Divisional structure, with an Associate Medical Director and Divisional Director leading each Division. The Divisions are subdivided into Clusters - Haematology sits within the Specialist Services Division in the Cancer Services Cluster. The governance arrangements for Haematology are that this post will be expected to adhere to all RDUH policies and guidelines and will comply with the Trust's clinical and corporate governance arrangements. The postholder will be managerially and professionally responsible to the Lead Clinicians for Haematology. The contract of employment will be with the Royal Devon University Healthcare NHS Foundation Trust.

### **Reporting Concerns**

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 practising in the Trust should ensure that they are familiar with the procedure and apply it.

### **Infection Control**

The Royal Devon is committed to reducing Hospital Acquired Infections. The trust has an Infection Control Committee, chaired by the Director of Infection Control and clinical staff are supported by a professional Infection Control Team.

All staff are expected to ensure infection is minimised in line with national and trust policies/best practice.

### **Staff and Office**

The post holder will have access to secretarial services at the Royal Devon & Exeter Hospital.

## **THE SERVICE**

### **Clinical aspects:**

The clinical service is located within a BCSH level 3a purpose-built Haematology Unit, opened in 2002 (2.4 million pounds joint-funded by the Trust and Exeter Leukaemia Fund). We currently provide fully integrated inpatient, outpatient and day-care facilities nursed by a dedicated team of specialist nursing staff. The inpatient accommodation comprises 10 HEPA-filtered en-suite rooms and one 3 bedded ward, with 800 admissions per annum on average. There are 8-10 outpatient clinics per week and there are 16000 outpatient episodes per year. The day unit accommodates 7500 patients per year for chemotherapy, blood transfusion and other procedures.

### **Laboratory Aspects:**

Laboratory Haematology is within the specialist services Division within the diagnostic services cluster. The laboratory serves a population in excess of 500,000. The average daily number of blood counts currently is 1100, presently using Sysmex technology. Approximately 600 coagulation specimens are processed daily; the coagulometers comprise two IL Futuras. Most of the automated tests are carried out in a Fast Throughput Section.

Flow cytometry for Diagnostic Haematology is currently accommodated in the Immunology section of the department. The laboratory is computerised; all wards are online and GP links continue to be developed. In Blood Transfusion, 20,000 units of blood are matched annually, together with 27,000 group and screen samples. An active Hospital Transfusion Committee has existed for many years and most of the systems recommended in Health Circular "Better Blood Transfusion", 2002, are in place or planned.

A Molecular Genetics laboratory is on site, which forms part of the SW Regional Genetics Hub along with North Bristol NHS Trust, and has close links with Immunology and Haematology; haematological malignancy genetics work is mainly located on the North Bristol site and offers a full range of diagnostic tests in the fields of leukaemia, lymphoma and thrombosis.

About 700 bone marrows are performed annually and there is close co-operation between Haematology, Histopathology and Molecular Genetics in the diagnostic workup of marrows and lymph nodes in leukaemia and lymphoma, reflecting increased complexity in this area. The laboratory provides a full marrow and stem cell cryopreservation service. The Stem Cell laboratory opened in 2003 is fully MHRA accredited and obtained full JACIE accreditation in 2008/9.

There are 3 Histopathologists with a specialist interest in lymphoreticular pathology. These 3 participate in regular MDT meetings with the Haematologists. There are a team of Consultant Microbiologists, one Medical Biochemist and a top level Clinical Scientist in Clinical Chemistry, an immunologist who visits Exeter on a part time basis from Derriford and a Clinical Scientist Head of Molecular Genetics.

## **THE TEAM**

In addition to the experienced and dedicated team of specialist nursing staff headed by an experienced Clinical Nurse Manager, there are 8 Consultants, 2 Specialist Registrars, 1 Associate Specialist, 3 Specialty/Staff Grade doctors, 1.5 WTE CT1/2 (SHO equivalent) doctors, 1 Transplant Coordinator, a team of Advanced Nurse Practitioners and Clinical Nurse Specialists as well as a Physician Associate on training rotation. We are also supported by an excellent team of clerical, secretarial, laboratory and domestic staff.

The consultants have a regular commitment at North Devon District Hospital in Barnstaple, which provides a BCSH level 1 service to the local population. Therefore, a proportion of patients requiring BCSH level 2 care and above are transferred to and from Barnstaple on a regular basis.

## **ROYAL DEVON AND EXETER HOSPITAL (WONFORD)**

This is the main general hospital of approximately 850 beds and provides the main hospital services for a population in excess of 360,000 embracing much of East and mid Devon, parts of Torbay, Somerset and Dorset areas. It contains the Acute Medical Unit as well as the whole of General Surgery, Plastic Surgery, West of England Eye Unit, Centre for Women's Health, Urology, ENT, Radiotherapy, Oncology, Haematology and the specialties of General Medicine. The Accident & Emergency Department is also sited on this campus along with the Renal Unit, Stroke Unit and Neurology.

Comprehensive biochemistry, haematology and histopathology is available as well as all microbiological services. A modern medical imaging department provides radiology, CT and MRI scanning, ultrasound and radioisotope imaging.

For further details of the hospital where the post is based please look at the website: [www.rdehospital.nhs.uk](http://www.rdehospital.nhs.uk)

## **EXETER**

Exeter is a historic County Town with a superb Cathedral, situated in the heart of the South West of England, 30 minutes drive from the wilds of Dartmoor, but within a short distance of glorious beaches and coastline.

Exeter is also a thriving cultural centre. There are many venues which provide an all year-round entertainment programme of plays, musicals, ballet and opera and a variety of musical experiences. Also, every conceivable sport is available including riding, walking and sailing on the River Exe.

Exeter is the principal shopping centre for the county with broad pedestrian areas in a compact centre, a wide variety of shops including specialist shops and multi-national stores.

The education facilities in and around Exeter are excellent. There are a wide selection of both private and state schools which cater for all age ranges and which provide excellent results. Exeter, and indeed Devon generally, is an ideal place in which to make a home. It has a clean environment, easy climate and many outdoor activities which certainly enhances the quality of life for many people.

London is just two hours away from Exeter by high speed train and Bristol just under an hour. The M5 provides easy and rapid motorway access to the rest of the country.

**Example weekly timetable:**

Day	Time	Description	PA
Monday	Am	Weekend Handover Core SPA	0.5PA 0.5PA
	Pm	Clinic, Day Case or Ward Cover	1.0 PA
Tuesday	Am	Clinical Admin Clinic or Day Case	0.5PA 0.5PA
	Pm	Clinic, Day Case or Ward Cover	1.0 PA
Wednesday	Am	Clinic, Day Case or Ward Cover	1.0 PA
	Pm	MDT Clinic or Day Case	0.5 PA 0.5 PA
Thursday	Am	Core SPA	1.0 PA
	Pm	Clinic, Day Case or Ward Cover	1.0 PA
Friday	Am	Clinic, Day Case or Ward Cover	1.0 PA
	Pm	Clinical Admin Clinic or Day Case	0.5PA 0.5PA

The content of this timetable is not fixed and is subject to change dependent upon service requirements at any particular time (in particular to cover middle grade leave) and the experience of the post holder.

For further details and enquiries regarding this post please contact –

Dr Paul Kerr/Dr Jason Coppell  
Lead Clinicians in Haematology  
Haematology Centre  
Royal Devon & Exeter Hospital  
Barrack Road  
Exeter  
Devon EX2 5DW

Tel: 01392 402468  
Fax: 01392 406212

**MAIN CONDITIONS OF SERVICE**

- 5.1 SALARY SCALE:** £59,175 – 95,400 (dependent on experience)
- 5.2 ANNUAL LEAVE:** 27 to 32 days per year, dependent on NHS service
- 5.3 STUDY LEAVE:** Up to 10 days per annum (Pro rata) with the agreement of the consultant concerned.
- 5.4 REGISTRATION.**

All hospital medical Staff are required to be appropriately registered with the General Medical Council to practice in this country. Such staff must ensure that registration is maintained for the duration of the appointment. Overseas graduates should note that full registration does not necessarily preclude the need for a period of clinical attachment and assessment.

## **5.5 MEDICAL NEGLIGENCE**

The Trust indemnifies all staff for the work that is carried out on the Trust's behalf; however, junior doctors are encouraged to retain membership of a medical defence organisation for their own peace of mind and protection. The annual subscriptions for most junior doctors are relatively modest and tax deductible.

## **5.6 MEDICAL EXAMINATION**

All initial appointments to the NHS are made subject to satisfactory medical evidence being produced. The Trust reserves the right to make any offer of appointment subject to the receipt of such medical evidence including examination where this is deemed necessary.

In the interests of all staff and patients it may be desirable and necessary for periodic medical checks to be undertaken in addition to those on initial appointment.

It is also important to be immunised against the following:

Tetanus	Polio
Rubella	Hepatitis B
Tuberculosis	

**The Royal Devon & Exeter NHS Foundation Trust wishes to ensure compliance under the Health & Safety Act 1974 and the Control of Substances Hazard to Health Regulations 1988 in relation to immunisation. We will, therefore, require you to confirm immunity against Hepatitis B and Tuberculosis on the commencement of your employment or an undertaking from you that you are prepared to undertake a course of vaccination.**

## **5.7 REFERENCES**

All staff appointments are made subject to the receipt of three satisfactory references, one of which will be from the current or most recent employer.

## **6. ACCESS TO CHILDREN/VULNERABLE ADULTS**

The person appointed to this post may have substantial access to children under the provisions of Joint Circular No. HC (88) 9 HOC 8/88 WHC (88) 10 and Vulnerable adults. Applicants are, therefore, 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. 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.

## **7. REHABILITATION OF OFFENDERS**

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.

## **8. FURTHER INFORMATION**

The post is subject to the terms and conditions of service of Hospital Medical and Dental Staff as amended from time to time. All appointments to the Trust are subject to: -

1. Appropriate Registration with the General Medical Council
2. Satisfactory Medical Examination including documentary validated evidence of Hep B, Hep C and HIV
3. Satisfactory clearance with the Criminal Records Bureau
4. Two satisfactory references, one of which, must be your present or most recent employer

### **TO APPLY**

Please visit [www.jobs.nhs.uk](http://www.jobs.nhs.uk) and search for the vacancy



# ROYAL DEVON & EXETER HEALTHCARE NHS TRUST

## PERSON SPECIFICATION FORM

Requirements	Essential	Desirable
<b>1. Education, qualifications and special training</b>	MBBS or equivalent  4 years postgraduate training (Foundation years 1&2, and ST/CT levels 1&2 in a relevant specialty, ideally completed by the start of the post)	MRCP or equivalent
<b>2. Knowledge and skills</b>	<b>Knowledge</b> Appropriate knowledge to perform at Haematology Specialty Grade level  <b>Skills</b> Clinical history and examination  Understands the need for and appreciates the role of audit and clinical governance in clinical practice  Understands the principles of patient confidentiality and data protection  Keeps professional knowledge and skills up to date	Teaching and research skills  Appropriate management skills
<b>3. Experience</b>	Ability to operate and work independently whilst being aware of own limitations and know when to consult senior colleagues	24 months experience in Haematology
<b>4. Personal skills</b>	Ability to work as part of a team.  Ability to communicate effectively both verbally and in writing with patients, carers, GP's, Nurses and other agencies  To show initiative, to take responsibility and make decisions  Flexibility to respond to service needs when necessary	Good organisational skills  Ability to develop new skills
<b>5. Fitness to practice</b>	Up to date and fit to practice safely	
<b>6. Practical requirements</b>	Computer literate  Willingness to learn Trusts computer systems	Ability to undertake travel commitments of the post