

## JOB DESCRIPTION

<b>Job Title</b>	Trust Doctor in Obstetrics & Gynaecology
<b>Grade</b>	LAS Specialty Registrar
<b>Specialty</b>	Obstetrics & Gynaecology
<b>Average hours work per week</b>	40 hours per week or Less than Full Time
<b>Base Hospital</b>	Horton General Hospital and John Radcliffe Hospital
<b>Work Pattern</b>	Band 1B (40%)
<b>Salary:</b>	£48,703.00 to £73,720.40 (this includes the 1B (40%) banding)
<b>Recruitment and Retention Premia</b>	£5,000.00 per annum
<b>GMC requirement</b>	Full GMC registration will be required
<b>Details of special conditions</b>	12/18 month contract extended by mutual agreement. Eligible for a relocation allowance of up to £8000, depending on circumstances

### Main Tasks and Responsibilities

#### Duties of post

This post is intended to be based primarily at the Horton General Hospital, Banbury, but with significant clinical duties at John Radcliffe Hospital, Oxford. This will allow the development of clinical skills at the John Radcliffe where over 6,000 women per year give birth while supporting the Horton out of hours which is much quieter with approximately 1500 births per year. (Due to staffing shortages, in August 2016 a decision was made to temporarily close the Horton unit until such time as the vacant posts are filled).

While the unit at the Horton Hospital is closed the post-holders will be working entirely at the John Radcliffe Hospital, supporting the Specialist Trainee rota.

The main duties of this post involve general duties in Obstetrics & Gynaecology, which include:

**Learning, Respect, Delivery, Excellence, Compassion, Improvement**

- Delivery Suite and elective Caesarean section lists
- Urgent gynaecology, including early pregnancy clinic
- Inpatient gynaecology ward rounds
- Gynaecology theatres
- Obstetric ward rounds and Maternity Assessment Unit cover
- General antenatal clinics
- General gynaecology clinics
- Out of hours on-call duties

### **Out of Hours Rota**

Duties include being part of a 9-cell full shift rota. Every 9-week cycle includes one weekend of daytime duty; one weekend of night duty; one set of four week nights; four long day shifts; two sets of daytime duties at the John Radcliffe Hospital and one week of annual leave. Normal daytime duty hours are 8:30-17.00; twilight shifts are 13.00-20.30; weekend daytime shifts are 08.00-20.30, and night shifts are 20.00-08.30.

If the rota is an 8 cell rota the banding (included in gross salary) will be 1A (50%) to reflect this. During those out-of-hours duties, the post holder will be responsible for Delivery Suite and Emergency Gynaecology at the Horton General Hospital.

There is an allocated annual leave calendar week following a set of week nights, which can be exchanged for a different week by mutual agreement between two doctors, and with the agreement of the rota co-ordinator.

### **Experience**

This post offers an opportunity for senior middle grade doctors, who have achieved competencies at least ST5 level, to consolidate their clinical skills by working in a small friendly unit whilst gaining additional experience in a tertiary level department.

For the appointed postholders there is an opportunity to participate in RCOG ATSM skills modules. The modules available are Advanced Labour Ward Practice, Advanced Antenatal Practice and Early Pregnancy.

The enhanced pay reflects the seniority of medical staff expected to fill the post. The regular sessions at the John Radcliffe Hospital will ensure the clinical skills are developed for the purposes of career progression.

Applicants interested in less than full-time work are also invited to apply and will be considered for appointment.

Departmental induction will be arranged at the start of the post

Teaching both undergraduates and post graduates is an essential component of the post in this teaching hospital. Hence, the post holder is expected to take an active role in teaching medical students and junior medical staff.

### **Clinical Governance**

The post-holder will participate in clinical audit, clinical effectiveness, risk management, quality improvement, and any other clinical governance activities as required by the Trust, Health Authorities, and external accrediting bodies.

### **Personal and Professional Development**

The post-holder will be required to keep himself/herself fully up-to-date with their relevant area of practice. Professional or study leave will be granted at the discretion of the Trust, in line with the prevailing Terms and Conditions of Service, to support appropriate study,

postgraduate training activities, relevant CME courses and other appropriate personal development needs.

## **Management**

The post-holder will be required to work within the Trust's management policies and procedures, both statutory and internal, accepting that the resources available to the Trust are finite and that all changes in clinical practice or workload, or developments requiring additional resources must have prior agreement with the Trust. He/she will undertake the administrative duties associated with the care of his/her patients, and the running of his/her clinical department under the direction of the Clinical Director.

## **General Conditions**

### **Risk Management**

The management of risk is the responsibility of everyone and will be achieved within a progressive, honest and open environment.

Staff will be provided with the necessary education, training and support to enable them to meet this responsibility.

Staff should be familiar with the

- Major Incident Policy
- Fire Policy
- Information governance

and should make themselves familiar with the 'local response' plan and **their** role within that response.

### **Responsibilities for Health and Safety**

The post holder is responsible for ensuring that all duties and responsibilities of this post are carried out in compliance with the Health & Safety at Work Act 1974, Statutory Regulations and Trust Policies and Procedures. This will be supported by the provision of training and specialist advice where required.

### **Infection Control**

Infection Control is everyone's responsibility. All staff, both clinical and non-clinical, are required to adhere to the Trusts' Infection Prevention and Control Policies and make every effort to maintain high standards of infection control at all times thereby reducing the burden of Healthcare Associated Infections including MRSA.

All staff employed by OUH have the following key responsibilities:

- Staff must wash their hands or use alcohol gel on entry and exit from all clinical areas and/or between each patient contact.
- Staff members have a duty to attend mandatory infection control training provided for them by the Trust.

- Staff members who develop an infection (other than common colds and illness) that may be transmittable to patients have a duty to contact Occupational Health.

### **Child Protection**

The post holder will endeavour at all times to uphold the rights of children and young people in accordance with the UN Convention Rights of the Child.

### **Safeguarding Children and Vulnerable Adults**

The Trust is committed to safeguarding children and vulnerable adults throughout the organisation. As a member of the trust there is a duty to assist in protecting patients and their families from any form of harm when they are vulnerable.

### **Information Governance**

All staff must complete annual information governance training. If you have a Trust email account this can be completed on-line, otherwise you must attend a classroom session. For further details, go to the Information Governance intranet site.

### **Data Quality**

Data quality is a vital element of every member of staff's job role. OUH recognises the importance of information in the provision of patient care and in reporting on its performance. Data quality is therefore crucial in ensuring complete, timely and accurate information is available in support of patient care, clinical governance, performance management, service planning, and financial and resource planning and performance.

All staff should ensure that they have read and understood the Trust's Data Quality Policy.

### **Indemnity**

Under NHS Indemnity, the Trust will take direct responsibility for costs and damages arising from medical negligence where it (as employer) is vicariously liable for the acts and omissions of its medical and dental staff.

Where junior medical staff are involved in the care of private patients in a NHS hospital, they would normally be doing so as part of their contract. It is advisable that junior doctors who are involved in work outside his/her employment should have medical defence cover. This includes Category 2 work, i.e. reports for insurance companies, cremation fees.

All staff should ensure that they have read and understood the Trust's Data Quality Policy.

**PERSON SPECIFICATION**

**Trust Doctor in Obstetrics & Gynaecology**

	<b>Essential</b>	<b>Desirable</b>
<b>Basic Qualifications</b>	MBBS or equivalent	
<b>Professional Qualifications</b>	MRCOG Part 1	MRCOG Part 2
<b>Professional Registration</b>	Full GMC full registration will be required when taking up the post	
<b>Experience</b>	Speciality Trainee Year 5 or above in UK; candidates from outside UK: at least 4 years working as a specialist with 2 years at registrar level	At least one year of previous experience at ST6 level or equivalent
<b>Clinical Skills</b>	Clinical competencies required at minimum year ST 5	
<b>Audit / Research / Publications</b>		Audit / Research / Publications in the field of Obs & Gynae
<b>Personal Skills</b>	Able to work within a team	

NB – the core clinical competencies from the RCOG curriculum mean the applicant must be able to demonstrate that they are able to perform independently:

- Perineal repair
- Non-rotational instrumental delivery
- Rotational instrumental delivery
- Caesarean section
- Fetal blood sample
- Manual removal of placenta
- Surgical management of PPH
- Surgical management of retained products of conception
- Surgical wound debridement
- Basic early pregnancy ultrasound (8-12 weeks)
- Basic Ultrasound for presentation and placental site
- Can use intrapartum fetal surveillance strategies to help assess risk.
- Can recognise abnormal fetal heart rate patterns, perform and interpret related tests.