INFORMATION PACK

FOR THE POST OF

LOCUM SPECIALTY DOCTOR IN PALLIATIVE MEDICINE
(LESS THAN FULL TIME HOURS)

at

SUE RYDER THORPE HALL

December 2016
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1. THE POST

We are looking to appoint a locum Specialty Doctor to cover maternity leave for an existing post at this busy multidisciplinary Specialist Palliative Care unit. The post is less than full time with 7.75 PAs. One of the PAs each week is protected time for supporting professional activities. The applicants must hold full GMC registration and have completed the equivalent of 4 years full time post graduate training, at least 2 of which are in a related specialty. The post is based at Thorpe Hall in Peterborough. As well as ward duties you may be expected to provide telephone advice to the Specialist Community and Hospital Palliative Care teams as well as local GPs. You will be required to cover routine ward duties during the absence of FY1. There is a 1:5 weeknights and 1:6 weekend on call commitment which is accounted for as part of the overall PA calculation. Full participation in MDT working is expected. Study leave is available with a supporting budget. Managerially you will be responsible to the medical consultant.

2. THORPE HALL

Sue Ryder Thorpe Hall Hospice, run by the national charity Sue Ryder, provides specialist palliative care services to a wide local area including the people of North Cambridgeshire, South Lincolnshire, Rutland and East Northamptonshire. In July 2015 a brand new purpose-built inpatient unit was opened. It forms part of the Sue Ryder Services on site which includes the old mansion house (the site of the previous inpatient unit) and the 'West wing' which has been redeveloped for day therapy services. This is all set within several acres of grounds including landscaped gardens, yet in the heart of the city of Peterborough. Sue Ryder, formerly Sue Ryder Care, was founded over fifty years ago as the Sue Ryder Foundation, and has major experience as a provider of care to adults with complex needs. Currently with six specialist palliative care centres, Sue Ryder is one of the largest independent providers of specialist palliative care in the UK.

Inpatient unit

The inpatient unit has 20 single rooms all with en-suite bathrooms and individual access to the gardens. It provides specialist palliative care to people, sixteen years and above, with life-limiting illnesses. Patients are admitted to Thorpe Hall at various stages of their illness for complex physical or psychological symptom control or end of life care and for paid respite care (4 beds). Length of stay is usually between 1-2 weeks with an average of 10 days. As many patients are not able to easily be discharged home following their treatment, there is expertise in arranging care packages or nursing home transfers with fast-track, continuing healthcare or social care monies.

Plans are in development to extend the services we offer to TYA (16-18 year olds) and patients with life-limiting illness who are transitioning between paediatric and adult services.

Current Medical Team
Consultants
Dr Richard Partridge 5PA (+5PA Peterborough City Hospital)
Dr Sarah Bell 6PA (+2PA Peterborough City Hospital)

Specialty Doctors
Dr Caroline Anson 7.75PA
Dr Vicky Green 7.75PA
Dr Christine Hirst 7.75PA

Staff Grade
Dr Sarah Treadwell

Specialty registrar
0.6-1.0wte

GPVTS
2 posts - 0.4wte (Hinchingbrooke)

F1
6 months a year (2 month placements every other 2 months)

First on-call out-of-hours cover for the hospice is provided by a combination of the specialty doctors, specialty registrar and a local GP. Since September 2015 there is a middle grade doctor on site Mon-Fri 09.00-19.00.

The Hospice is part of the Specialist Training Scheme for the East of England Deanery, and registrars have 12-month placements at the Hospice. Similarly, there are part-time placements at the Hospice for doctors on the Huntingdon or Peterborough General Practice VTS scheme. We also have Foundation Year 1 doctors for 2-month placements.

Nursing team
The inpatient unit nursing team has a skill mix of registered trained nurses and nursing assistants. They are led by an inpatient unit manager. Some trained nurses take on extra roles i.e. infection control, medicines management, documentation, nutrition etc.

Psychological support
There is a clinical psychologist who works across both the Hospice and Hospital sites providing support to patients, their families and staff. She also attends the weekly MDT meeting at the hospice.

Family Support, Befriending and Bereavement Services
The Head of Family Support Services leads a team of staff and volunteers to support patients and their relatives prior to death and also in bereavement, if required. The team are also represented at the weekly MDT meeting at the hospice. The service also provides pre and
post-bereavement support to children. 'Charlie Chimp Club' is a bereavement support group for children set up with Cruse.

Physical Therapies

Occupational therapy and Physiotherapy are an integral part of the service assisting with rehabilitation, discharge planning, management of breathlessness, anxiety and fatigue. The occupational therapist and physiotherapist attend the weekly MDT meeting.

Complementary Therapies

Our Lead complementary therapist manages a team of volunteer complementary therapists providing care for patients, their families and carers at the Hospice and in the community.

Chaplaincy Service

The Chaplain leads a team of volunteer chaplains to provide spiritual and pastoral care to patients, relatives and staff and is an integral part of the Multi-disciplinary team, attending the weekly MDT meeting at the hospice.

Day Services

Sue Ryder has a day centre at Thorpe Hall for adult patients with chronic progressive neurological conditions, such as multiple sclerosis, Parkinson’s disease and MND. Most places are funded by social services but it is possible to self-fund. Referrals are made via social services, GP surgeries or patients/families themselves. Members have the opportunity to participate in arts and crafts, massage and aromatherapy. Regular outside visits are arranged e.g. swimming, places of interest etc.

The team also support the once weekly Synergy Café where people with dementia and their carers can relax, chat or participate in enjoyable activities as well as spending dedicated time with our facilitators who can help with information, advice and practical support.

As part of the 5 year strategy Thorpe Hall also plans to develop palliative Day services both at the Hospice and in the community with multidisciplinary input as well as support for young people through transitional care services.

Hospice at Home Service

Sue Ryder Thorpe Hall has recently launched a Hospice at Home service to Peterborough and the surrounding area. This provides crisis intervention to patients and their families at home via hands on nursing support and advice.

Education Centre
Thorpe Hall has developed a wide-reaching educational centre based at the Hospice and run by an educational manager. The centre and its resources, including specialist palliative journals and textbooks, are available to Thorpe Hall Staff and external healthcare professionals undertaking study days, workshops and symposia. As well as the medical training outlined above, it organises regular study days for doctors and participates in postgraduate training at the Peterborough Hospitals. It is involved in Cambridge medical student training, student nurse and NVQ training, specialist nurses in palliative care, bereavement and counselling.

Other partners

Thorpe hall is pleased to host the local Headway and Carers trust hubs on site which gives opportunity for joint working and development of services. The most recent example of this is our Kitchen garden, a one acre accessible site developed through corporate sponsorship and volunteering which enables patients, carers and members from any of the organisations to spend time undertaking gardening activities either as part of planned therapeutic activity or for their own sense of well being.

Peterborough and Stamford Hospitals NHS Foundation Trust (PSHFT)

Thorpe Hall is situated just a few minutes’ drive from Peterborough City Hospital. This was built as a state-of-the-art unified hospital in 2010. There are around 650 beds. There is an oncology centre with 2 linear accelerators and a 3rd currently being built to provide radiotherapy. There are currently 7 oncologists and an inpatient haematology/oncology ward.

There is a well-established hospital specialist palliative care team including a palliative medicine consultant, hospital Specialist Palliative Care nurses, a clinical psychologist and chaplain

PSHFT also manages the well-established community specialist palliative care team covering Peterborough, North Cambridgeshire and the Fens, currently based at the Robert Horrell Macmillan Centre in the grounds of Peterborough City Hospital. It now operates, in conjunction with the Hospital Specialist Palliative Care Service and Sue Ryder 7 days a week 09.00-17.00.

Pain Team

There are very close links with the Chronic Pain Team at PSHFT. There is a monthly joint meeting between the Chronic Pain Team and the Palliative Medicine Consultants to discuss complex cases. They provide a variety of interventional techniques and nerve block procedures.

Peterborough and the surrounding area

Pleasant countryside surrounds Peterborough, punctuated by picturesque villages and bustling market towns. At the north of Cambridgeshire and close to the counties of
Lincolnshire, Rutland, Northamptonshire and Norfolk, the surrounding area is varied and rich in character.

Stamford is generally acknowledged as one of the most historic and beautiful stone-built towns in England. The town’s intricate street patterns retain their medieval design with narrow passageways and cobbled streets housing a wealth of architecturally important buildings and interesting shops.

Burghley House – famous for its horse trials – lies on the outskirts of the town and both the house and gardens are open to the public throughout the summer. Bourne and The Deepings possess some fine period buildings. Bourne is a small pleasant market town and the birthplace of William Cecil, Lord Burghley and creator of Burghley House.

The Deepings is an historic group of villages comprising Deeping St James, Market Deeping and Deeping Gate. Market Deeping, with its wide streets, old stone-walled houses and inns, reflects its importance as a major stopping place on the London to Lincoln stage route. Oundle in Northamptonshire, famous for its school and historic associations, is another stone built town with a wealth of local interest.

Rutland is England’s smallest mainland county and is populated by numerous delightful small villages. There is also Rutland water, a man-made reservoir, which supports numerous activities both water based and non-water based with a sailing club, water sport facility, cycling routes and is famous nationally for its bird watching.

Peterborough is proud of its excellent education facilities – over 30 new schools and major extensions have opened since 1970. In the independent sector there are five boys’ schools (including Uppingham School), three girls’ schools and four mixed (including Oakham, Stamford and Oundle Schools) – all within daily travel of Peterborough and all taking boarders also.

There are excellent transport links, with the A1 providing a fast route to London and the North and direct train services to London with journey time of 45-50 minutes.

3. DUTIES OF THE POST

- Medical assessment, diagnosis and management of new admissions.
- Daily management of patients on the inpatient unit including practical procedures eg venepuncture, cannulation and paracentesis.
- Ensure good practice, symptom control and holistic care for patients, their family and carers whilst in the Hospice
- Completion of necessary paperwork related to deaths or discharges of patients from the palliative care unit.
• Work with the established teams to provide a comprehensive, seamless service between primary and secondary care and the voluntary sector.
• Undertake occasional domiciliary visits as requested by the consultant.
• Participate in the supervision and training of junior medical staff.
• Provision of specialist advice to the local community and hospital specialist palliative care teams and local GPs.
• Provide a first on-call service for the unit at a 1:6 frequency.
• Participate in the clinical audit and governance programme.
• To undertake appropriate continuing professional development and revalidation activities in accordance with the requirements of the Royal College of Physicians.
• Participate in appraisal and job planning at least annually. CPD will be identified as part of appraisal and the setting of personal development plans.
• Participate in all mandatory training sessions as required by the organisation.
• Depending on the experience of the candidate there may be management, outpatient or external teaching opportunities that arise.

4. JOB PLAN (illustrative only) – days of work to be mutually agreed

Post 1: 7.75 PA/ week

- Direct clinical care 6.75 PA/week
- Supporting professional activities 1 PA/week
- On call weeknights 1:5 and weekends 1:6 frequency

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<td>Ward work/Consultant WR</td>
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<td>admissions 9:00-17:00 each day</td>
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<td>13:00 - 17:00</td>
<td>SPA time</td>
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<td>Doctors' education meeting</td>
<td>Monthly governance meeting</td>
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<td>17:00 - 19:00</td>
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8/12
Annual leave is 30 days per annum pro rata. Bank holidays are 8 days per annum pro rata.

6. STUDY AND TRAINING

There is a small education department at Thorpe Hall, well stocked with palliative medicine text books. There are borrowing facilities from Peterborough City hospital Postgraduate Medical Centre and on line access to journals is available through Athens.

The medical journal club runs alternate Tuesday and Thursday lunchtimes. Medical governance meetings are held monthly.

Study leave is 10 days per annum pro rata with £800 per annum pro rata to support this. Financial support for study will be available subject to negotiation and meeting of the needs of the individual and the Hospice. This can be used to support study undertaken on paid study leave time or study taken in your own time.

7. INFORMAL INQUIRY

If you wish to discuss the post informally or arrange a visit please contact Dr S Bell or Dr R Partridge, Consultants Palliative Medicine (01733) 225900
# 8. PERSON SPECIFICATIONS

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<th>Requirements</th>
<th>Essential</th>
<th>Desirable</th>
<th>Assessed by</th>
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<tr>
<td>Training and Qualifications</td>
<td>Full and current GMC registration MBBS or equivalent</td>
<td>Postgraduate qualification e.g. MRCP, MRCGP, Dip. Pall Med.</td>
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<td>At least 4 years full time postgraduate training (or its equivalent gained on a part time or flexible basis), at least 2 of which will be in a relevant specialty.</td>
<td>1 or more years post-registration experience in Palliative Medicine</td>
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<td>At least 6 months post-registration experience in Palliative Medicine</td>
<td>At least 6 months post-registration experience in Palliative Medicine</td>
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<td>Clinical Experience</td>
<td>Sound knowledge of medical and surgical conditions</td>
<td>Proven ability to work effectively in different clinical settings. e.g. in-patient hospice, community team.</td>
<td>A,P,C,I,R</td>
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<td>In depth knowledge of palliative medicine issues including: symptom control, assessment of the acutely unwell patient, demonstrable skills in communication around end of life care, understanding of ethical issues relevant to palliative care etc.</td>
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<td>Experience in making clinical decisions and managing risk. Knows when to seek help, able to prioritise clinical need</td>
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<td>Aptitude for the practical skills required e.g. venepuncture, paracentesis</td>
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<td>Ability to participate fully in MDT</td>
<td>Communication Skills</td>
<td>Commitment to clinical governance</td>
<td>Management and Administrative Experience</td>
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<td><strong>Effective communication skills:</strong> demonstrates clarity in written/spoken communication and capacity to adapt language as appropriate to the situation. <strong>Empathy and sensitivity:</strong> capacity to listen and take in the perspective of others. <strong>Works in partnership with patients:</strong> always considers patients preferences when discussing treatment options. Always considers the full impact of clinical decisions on the patients, Practice shared decision making. Directs and supports patients to access the information they need to support decision making. <strong>Clinical governance:</strong> Capacity to be alert to dangers or problems. Demonstrates awareness of good decision making. Aware of own limitations. Track record of engaging in clinical governance: reporting errors, learning from errors. <strong>Audit:</strong> evidence of active participation in audit. Ability to contribute to efficient and smooth running of a specialist service. Ability to organise and prioritise tasks. Demonstrates punctuality, preparation and self-discipline. Understands importance of and</td>
<td>Advanced communication skills training</td>
<td>Teaching: evidence of interest and experience in teaching</td>
<td>A,I,P</td>
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<td>Personal Skills</td>
<td>Demonstrates ability to use information technology. Ability to participate in and lead on audit projects.</td>
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<td><strong>Team working:</strong> demonstrate experience working in a team, values the input of other professionals in the team. <strong>Managing others &amp; team involvement:</strong> capacity to work cooperatively with others and demonstrate leadership when appropriate. Capacity to work effectively in multi-professional teams. <strong>Coping with pressure:</strong> capacity to operate under pressure. Demonstrates initiative and resilience to cope with setbacks &amp; adapt to rapidly changing circumstances. <strong>Problem solving &amp; decision making:</strong> capacity to use logical/lateral thinking to solve problems &amp; make decisions. <strong>Flexible approach to work:</strong> able to adapt and work with employers to deliver improved patient care. <strong>Equality and diversity:</strong> promotes equality and values diversity. Full current driving licence and access to a car.</td>
<td><strong>Leadership skills:</strong> experience in leadership Demonstrates skills needed for effective delegation within the team</td>
<td>A,I,R</td>
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<td>Commitment to ongoing professional development</td>
<td><strong>Learning and personal development:</strong> Demonstrates interest in palliative medicine. Demonstrates a commitment to</td>
<td>A,I,P</td>
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| **Eligibility** | Eligibility to work in the UK  
Lives within a maximum 40 minute drive of Thorpe Hall (for on call) or willing to stay locally for these nights. | A,HS |
| **Fitness to practice** | Applicant’s knowledge is up to date and fit to practise safely | A,R,HS |
| **Language Skills** | All applicants to have demonstrable skills in written and spoken English that are adequate to enable effective communication about medical topics with patients and colleagues, which could be demonstrated by one of the following:  
- applicants have undertaken undergraduate medical training in English  
- applicants have scores in the academic International English Language Testing System (IELTS) or equivalent equal to those required for recruitment to MMC specialty training programmes.  
   If applicants believe that they have adequate communication skills but do not fit into one of the examples they need to provide evidence. | A |
<p>| <strong>Health</strong> | Meets professional health requirements (in line with GMC standards in <em>Good Medical Practice</em>) | A,P,HS |
| <strong>Probity</strong> | <strong>Professional integrity and respect for others:</strong> capacity to take | A,I,R |</p>
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<th>responsibility for own actions and demonstrate a non-judgmental approach towards others. Displays honesty, integrity, awareness of confidentiality and ethical issues.</th>
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Adapted from NHS employers standard person spec.

**Key:**
- A = application form
- HS = pre employment check and health screening
- I = interview
- P = portfolio
- C = other documented evidence e.g. certificate, exam
- R = references