

Department of Health (DH)
Noble's Hospital, Isle of Man

Job Description

Post Title: Specialty Doctor (ST2/ST3 Registrar Level Acute / General Medicine)

PAs: Basic contract 10 sessions plus 3 additional

Division: Medical Division

Date: July 2011

A. GENERAL

The Isle of Man Health Service was introduced in 1948 and is administered by the Isle of Man Department of Health and Social Security. The services provided are essentially the same as those in the United Kingdom and it is the continuing policy of the DH that all doctors in the Health Service should enjoy Conditions of Service similar to their colleagues in the United Kingdom, with similar scales of pay.

The Income Tax maximum rate is 20 pence in the pound, with a current lower rate of 10% and generous personal allowances. The Island is renowned for motor sport (especially the TT races) but also has excellent facilities for other sports, including golf and walking.

Noble's Hospital is a new building on a green-field site, which opened in July 2003. It is furnished and equipped to the very highest standards. There is a Combined Education and Training Centre on site, with medical library, study and seminar rooms and a lecture theatre. Frequent clinical meetings are held throughout the year on a wide variety of topics with regular guest speakers from the UK.

The population of the Isle of Man is approximately 80,000. In the north of the Island in Ramsey, there is a well appointed Cottage Hospital, where additional Consultant out-patient sessions and minor operations are carried out. The Mental Health Service has developed in the community, although the psychiatric services (on the Noble's Hospital site) have an acute in-patient facility. Community care centres are planned on two other sites, which will contain provision for ESMI, rehabilitation and respite patients, and offer out-patient Consultant facilities.

B. TITLE OF THE POST

Specialty Doctor (ST2/ST3 Registrar Level Acute / General Medicine)

Based at Noble's Hospital, Strang, Braddan, Isle of Man IM4 4RJ

C. JOB SUMMARY

The post-holder will take part in a 1 in 10 full shift rota which is Working Time Directive Compliant with an average working week of 48 hours. The Speciality Doctors provide cover in blocks of 2 week at a time when other medical staff will be absent from their allocated Consultant teams due to night shifts, annual or study leave

This post is to cover the gaps in the rota as they arise. Predictable and unpredictable situations for covering the ST2 and ST3 level cover in case of leave, sickness, zero hours etc. When a team is in need of support with the main team away you will be expected to cover those teams, particularly, when a member is on night shift the day duty to ward /clinic on that team.

One of these post will be attached to different firms covering the clinics and ward for that team. There will be a rotation to different teams in addition to a role as a floating team member for a period. This will involve ward rounds, discharge summaries, looking at results, organising team meeting with OT/Physiotherapy, planning discharges etc. You will be expected to be fully involved in teaching activities.

D. MEDICAL STAFFING

The post-holder will be a member of the Medical Division, which currently comprises the following staff:-

Dr E G Khan Clinical Director	Consultant in General Medicine, Diabetes & Endocrinology
Dr A Ashdown	Consultant in General Medicine & Gastroenterology
Dr G Bolwell (locum cover)	Consultant in General Medicine
Dr V Balakrishnan	Consultant in General Medicine & Oncology
Dr R M Jones	Consultant General Medicine & Respiratory Medicine
Dr S Hussain (Fixed term)	Consultant General Medicine & Renal Medicine
Dr R Peshin	Consultant General Medicine & Rheumatology
Dr J Tibitanzl	Consultant in General Medicine & Cardiology
Dr J Thomas	Consultant in General Medicine & Care of the Elderly

The Medical Division is led by eight general physicians covering general medicine as well as having a variety of special interests. Their eight teams provide a 24/7 service with the Consultants providing a 1 in 8 non-resident on-call rota. The team of 10 Specialty Doctors (ST3/SHO) and a team of 10 Foundation Year doctors both providing a full shift rota with a maximum working week of 48 hours.

The Medical Division has a number of posts which are recognised by the Royal College of Physicians and by the Mersey Deanery for Training purposes.

Doctors in the Specialist Trainee posts are seconded from the St Helens and Knowsley Teaching Hospitals NHS Trust is as follows:-

- 3 ST3 posts in Acute Medicine with Diabetes, Care of the Elderly and Respiratory;
- 3 CMT2 posts in Acute Medicine with Cardiology, Oncology & Gastroenterology;
- 3 Foundation Year 2 doctors
- 8 Foundation Year 1 doctors

To support the training of junior doctors, the Division also has 4 posts of Speciality Doctor (ST3 level) , 5 Speciality doctors (staff grade level) and two Associate Specialists .

E. THE HOSPITAL

Hospital Facilities

Noble's Hospital has 314 beds and being situated on an Island undertakes a wider range of services than would a Hospital of similar size in the United Kingdom. There is an Oncology suite where chemotherapy is delivered by trained clinical nurse specialists.

Because of the small size of the Department, any periods of holiday must be agreed with the relevant Consultants, at least six weeks in advance, so as to ensure that there is an adequate staffing level at all times. Annual leave forms should be completed for all periods of leave, and need to be signed by the relevant Consultants following confirmation of availability with the rota co-ordinator.

The Hospital consists of:-

- 260 acute specialities beds include 84 beds for medicine.
- 25 Intensive Rehabilitation beds (Ward 20)
- 12 Long stay beds (Ward 7)
- 26 place Day Assessment and Treatment Unit. (DATU)
- 5 CCU beds
- 6 ITU beds

Medical Division

Within the Medical Division there are:-

- 25 Intensive Rehabilitation beds (Ward 20)
- 9 Acute Stroke beds (Ward 7)
- 26 place Day Assessment and Treatment Unit (DATU)
- 5 CCU/HMC beds
- Oncology suite (Ward 7a)
- Diabetes Centre
- Cardio Respiratory Department
- Renal Ward (Ward 21)
- GUM Services
- Anticoagulation Services

Visiting Services for:-

- Cardiology
- Dermatology
- Nephrology
- Oncology
- Rheumatology

The work load of the Medical Division in during the period 2008 to 2011 is as follows

	2010/11	2009/10	2008/09
Total Medical Admissions	4,862	4,966	4,867
Total Outpatient Attendances	21,305	20,148	19,488
New Outpatient Attendances	5,946	5,294	5,049

Duties of the post

You will be expected to work with professional colleagues and local managers in efficient running of the services and will share with other practitioners in the medical contribution to management. Subject to the provisions of the Terms and Conditions of service you are expected to observe the Hospital's agreed policies and procedures drawn up in consultation with the profession on clinical matters and to follow the standing orders and financial instructions of the Hospital. You must ensure that there are adequate arrangements for hospital staff involved in the care of your patients to be able to contact you when necessary. You have agreed that you have responsibility delegated to you by your named consultant for training and supervision of staff who work with you and you will devote time to this activity on a regular basis.

Specific:

Clinically responsible to the relevant Consultant, managerially responsible to the Clinical Director. You will closely with the Divisional Manager who is responsible for the effective and efficient running of the services within the Medical Division. You will be required to

- Show active interest in audit and/or research.
- To be available to cover the sudden/unexpected absence of colleagues in the Directorate without disrupting the work of the regular team.
- To make sure discharge summaries and investigation results of patients from MAU and wards are duly completed/verified

Wards: The Post holder will be responsible for supervising and guiding the Foundation Year Doctors and will ensure that a minimum of one visit per day is made to each ward to assess the condition of all Patients under the care of their supervising Consultant. This visit should preferably be made early in the day. This will then allow the Consultant to be informed of any new cases admitted under their care, or any major developments in the condition of Patients already on the ward. This can be done either directly or through the Consultant's Secretary. At the end of the normal working day, it is the joint responsibility of the junior doctors in each team to ensure a satisfactory hand over to the on-call team. The on-call team must be briefed about the condition of Patients whose condition will require further clinical re-assessment, investigation, or modification to their treatment, before the start of the next routine working day. This must not be delegated to the Nursing staff.

Cross cover is required to other teams when the respective Speciality Doctor (ST3/SHO) is not available.

Whenever the Speciality Doctor is working, they must carry their pager (bleep) and must reply promptly to any calls. Must check internal e mail regularly.

In the Out-Patient Clinics the Post holder should discuss the management of most Patients with the Consultant-in-Charge to ensure that decisions taken are in line with the wishes and practices of the Consultant concerned. This is also essential to ensure that the Patients are neither needlessly given further follow up appointments nor prematurely discharged. When required, the holder of the Post will assist the ECG Technician in performing exercise stress tests.

A detailed timetable will be agreed with the Post holder at the start of his or her appointment, but this may be subject to later amendment according to circumstances.

The Speciality Doctor is required to write up discharge summaries to the General Practitioner in a standard manner agreed with this Consultant. In no case should there be a delay of greater than a fortnight between the Patient's discharge and the dispatch of the completed summary.

Continuing Professional Development

The Hospital supports the requirement for CME as laid down by the Royal College of Physicians and is committed to providing time and financial support for these activities.

Noble's Hospital recognises the need for all medical staff on the Island to maintain connections with medicine in the United Kingdom, and provides Study Leave with pay and expenses to attend approved conferences and workshops.

Terms and Conditions of Service

1. The Contract issued by the Department of Health will be substantially in accordance with the Terms and Conditions of Service for Hospital, Medical and Dental Staff (England and Wales).
2. The person appointed shall be a registered Medical Practitioner with a license to practice, and holding an appropriate higher qualification.
3. The post-holder will be indemnified by the Department of Health for all National Health Service work undertaken as part of their Contract of Employment. The provision of indemnity cover for any other medical activities will be the responsibility of the post-holder.
4. The post is non-resident but the successful candidate should reside within ten miles of Noble's Hospital.
5. The post is full-time.
6. Medical Examination. It is a condition of employment that the successful candidate is medically fit to undertake the duties of the appointment and will therefore be required to undergo an assessment by Occupational Health Department at Noble's Hospital.
7. Health and Safety. It is the general duty of every employee to take reasonable care for the health and safety of themselves and others, including the use of necessary safety devices and protective clothing and to co-operate with management in meeting its responsibilities under the Health and Safety at Work Act. Any failure to take such care or any contravention of safety policy or managerial instructions may result in disciplinary action being taken.
8. All staff have a responsibility to ensure that those persons using Noble's Hospital and its services are as secure as possible. In accordance with Financial Regulations all employees are responsible for security and loss prevention;
9. All staff must act in a responsible manner to safeguard the interests of patients by honouring the obligation the Department places upon them to maintain privacy and confidentiality of patient information. The Department's Policies and Procedures regarding confidentiality must be observed by all staff at all times.
10. All staff are required to adhere to the formally approved Policies and Procedures of the Department of Health .

11. Annual and Study Leave entitlement is in accordance recognised Terms and Conditions of Service. Leave arrangements must be discussed and agreed with at least 6 weeks notice.

Conditions of Employment

Asylum & Immigration Act 1996

All employees must provide the Department with the required documentation which would allow them to work in the Isle of Man.

References

It is a condition of employment that references are provided which are acceptable to the Department.

Health Screening

It is a condition of employment that all successful candidates undertake pre-employment screening and are cleared **before** formal confirmation of the appointment is sent to candidates. To avoid unnecessary delay, health screening interviews are arranged, wherever possible, for the same date as the Appointments Committee.

Professional Registration

The successful candidate is required to be registered with the GMC. Membership of the approved Medical Defence/Protection Society is not a mandatory requirement for the post as the Department is a corporate member of the Medical Protections Society for all NHS work.

Additional Information

The following clinical services are available to patients at Noble's Hospital:-

- Accident and Emergency
- Anaesthetics (Critical Care)
- Care of the Elderly
- E.N.T.
- General Medicine including Rheumatology and Haemodialysis
- General Surgery including Urology and Vascular Surgery
- Gynaecology and Obstetrics
- Ophthalmology
- Oral Surgery and Orthodontics
- Paediatrics Including Neonates
- Pathology
- Radiology
- Trauma and Orthopaedics

Visiting Consultants provide out-patient services in:-

- Dermatology
- Genito-Urinary Medicine
- Neurology
- Orthodontics
- Paediatric Oncology
- Paediatric Cardiology
- Paediatric Orthopaedics
- Plastic Surgery
- Radiotherapy/Oncology
- Renal Medicine
- Thoracic Surgery

Patients are transferred to regional centres usually in the Liverpool area for treatment in the following specialties:-

- Cardiac Surgery
- Neo-natal Surgery
- Neurological Investigation
- Neurosurgery
- Radiotherapy

The range of clinical support services available at Noble's Hospital include:-

- Audiology
- Chiropody
- Dietetics
- Occupational Therapy
- Pharmacy
- Physiotherapy
- Stoma and Breast Care.

MISCELLANEOUS INFORMATION

The Place to Work....

- Excellent air and sea links to the United Kingdom
- Basic rate of income tax at 10%, maximum rate at 20%
- High rates of personal allowances
- No community charges, capital gains or transfer tax, no death duties
- High quality of family and individual life
- Wide variety of child care facilities
- Reduced health care costs
- First class education

- Low crime rate
- Job security
- Attractive relocation package
- Cost of living benefits - insurance, road tax etc.

The unique location, geography and constitution of the Island means that the Department provides a much wider range of services than would be expected in a comparative health authority or Social Services in the UK.

It is the continuing policy of the Department that all Health and Social Service employees enjoy conditions of service which are at least as good as those in England with reciprocal arrangements for National Insurance, superannuation, merit awards etc.

There is low taxation on the Island, low unemployment rates, excellent education, health and social amenities and a low crime rate. There is no inheritance tax or capital gains tax; no capital transfer taxes; no community charge and domestic rates are much lower than in the UK. In addition, Personal tax allowances are very generous, and are fully transferable between husband and wife.

There are no restrictions of any kind to prevent foreign nationals from purchasing property and taking residence. Small formalities apply to other nationals. Tax relief is available on mortgage and some loan interest.

Social Security schemes are similar to those in the UK and there is an agreement with the United Kingdom under which contributions paid in one country can count for benefit in another. It should be noted though that a residential qualification needs to be satisfied in order to qualify for income based benefits. People may transfer between the countries without loss of accumulated rights. Some public services are better and cheaper. For example, car insurance, registration and road tax are much cheaper than in the UK.

K. Further information and arrangements to visit:-

It will be encouraged that the candidate makes a visit to Noble's Hospital after being short listed. Further information can be obtained from Dr E G Khan Clinical Director on 01624 650877 or Mrs Pat Kelly, HR Management Advisor on 01624 650925.

**Department of Health
Noble's Hospital, Isle of Man
Person Specification**

Post Title	Specialty Doctor
Grade/Band	Specialty Doctor
Department	Medical Division

Attributes:	Essential	Additional/Useful	How Identified
Knowledge & Skills:		Computer skills.	Application Form CV Interview
Qualifications:	MB ChB or equivalent ATLS MRCP part 1/ Equant GMC Registered	MRCP part 2/Paces	Application Form CV Interview
Training:			
Experience:	Previous 2 years SHO experience in Medicine	Audit work relevant to post. Presentation/Teaching Skills	Application Form CV Interview
Personal Qualities/ Disposition:	Team work, Innovation communicator.	Car User Intention to undertake Audit/research. Interest in teaching and management.	Application Form CV Interview
Other Requirements:	Able to fulfil Occupational Health requirements for the post (with reasonable adjustments if necessary), including clearance on blood borne viruses in compliance with Trust Policy		Occupational Health Screening

