OnePrimaryCare
Improving Lives

NHS

JOB DESCRIPTION

Job Title	Salaried GP – Primary Care
Location	As per contract
Reports To	Clinical Lead (operational reporting line) Clinical Director (clinical reporting line)
Hours	To be agreed in advance with line manager

JOB SUMMARY

The GP role provides professional and clinical care in order to ensure the safe, effective and compliant delivery of services to all patients. The post holder will work within the MDT at the practice, practicing high quality evidence based medicine and will provide representation at regular site meetings in order to share best practice and provide peer support to others within OnePrimaryCare.

Salaried GPs within OnePrimaryCare will be clinically active and will undertake clinical work at their site or at sites across OnePrimaryCare as part of their role, whilst acting as an ambassador for the group and company values in the locality.

KEY WORKING RELATIONSHIPS SUMMARY

Clinical Lead: The GP will work alongside the Clinical Service Manager for the service, upholding clinical compliance, performing clinical audit and providing leadership and guidance.

Service Coordinator: The GP reports operationally to the Service Coordinator for operational matters such as rota planning, absence and appraisals.

CLINICAL RESPONSIBILITES & KEY SKILLS

- To provide experience medical services, based on patient needs, where appropriate and skilled, with a focus on continuity of care
- To undertake planned and urgent primary care as necessary, in conjunction with other clinical colleagues, within practice opening hours
- As a clinician, provide patient focused, evidence based practice to a high standard
- Provide support and advice to the clinical workforce and colleagues within the Group
- Be accountable for operating within the clinical governance framework for the Group at all times, incorporating service users and carers, audit, guidelines and risk management
- Act as an advocate for patients, nurses, colleagues and OnePrimaryCare
- Promote and deliver the OnePrimaryCare business model via the clinical strategy
- Ensure effective communication
- Be committed to innovation and continual improvement. Encourage and support research and development
- Promote inter-professional training and education with colleagues and Allied Health Professionals
- Promote, develop and support colleagues entering Primary Care, linking with universities to embed strategic linkages and provide training opportunities where possible
- Act as an advisor and role model for all staff, the Group and external stakeholders
- To take part in clinical meetings and clinical supervision
- To participate in QI, development and learning, as part of the practice team.

Clinical Governance

- Review and respond to relevant Incident Reports at site level and raise any clinical concerns with the Clinical Director
- Support the local lead for Infection Prevention and Control
- Support the local lead for Safeguarding of Adult and Children
- Perform regular clinical audit for their site(s) and report into the group Clinical Governance Committee

Contract Adherence

- Ensure the relevant clinical procedures and systems are in place to enable all clinical KPIs to be met
- Ensure self-compliance with all mandatory training (clinical and systems)

Competencies

- Experienced clinical General Practitioner
- Works within Clinical Governance framework
- Acts as a mentor for other clinical staff, namely ANPs or ENPs requiring mentoring for their prescribing qualification
- Supports clinical audit process on monthly basis
- Builds long lasting and effective relationships within the local healthcare economy
- Acts as an ambassador for the group
- Works productively in a high pressured environment
- Writes clearly, succinctly and correctly
- Adapts to the team and builds team spirit
- Embraces the OnePrimaryCare Values in day to day work
- Proactively seeks to develop professional and clinical skills
- Operates within the agreed guidelines and requirements of both OnePrimaryCare and the local health economy (including referral, prescribing)
- Understands NHS process/systems
- Strong communication skills.
- Highly motivated and enthusiastic with a ‘can do’ attitude
- Creative, flexible and able to work in a time pressured environment
- Excellent attention to detail
- Strong computer literacy

Medical indemnity

The practitioner is required to effect and maintain full registration with the General Medical Council and maintain inclusion on the appropriate NHS England Performers List. The practitioner is also required to provide written proof and evidence of such registration. OnePrimaryCare will provide membership of a medical defence organisation which will cover any work carried out for the company. Any work carried out other than for OnePrimaryCare will require membership of a medical defence organisation which will be paid for at the practitioner’s expense.

Communication
The post-holder should recognise the importance of effective communication within the team and will strive to:

- Communicate effectively with other team members and external suppliers
- Recognise people's needs for alternative methods of communication and respond accordingly

Personal/Professional Development
The post-holder will have the opportunity to participate in various training programmes implemented by the company, and will have access to the e Learning Academy. In addition to this there is an annual performance management cycle including:

- Annual appraisal and performance review, with 6 monthly interim reviews
- Taking responsibility for own development, learning and performance and demonstrating skills and activities to others who are undertaking similar work, with the opportunity to train and mentor colleagues and peers

Equality and Diversity
The post-holder will support the equality, diversity and rights of patients, carers and colleagues to include:

- Acting in a way that recognises the importance of people's rights, interpreting them in a way that is consistent with OnePrimaryCare procedures and policies and current legislation.
- Respecting the privacy, dignity, needs and beliefs of patients, carers and colleagues.
- Behaving in a manner which is welcoming to and of the individual, is non-judgmental and respects their circumstances, feelings, priorities and rights.

Quality
The post-holder will strive to improve and maintain quality, and will:

- Alert other team members to issues of quality and risk
- Assess own performance and take accountability for own actions, either directly or under supervision
- Contribute to the effectiveness of the team by reflecting on own and team activities and making suggestions on ways to improve and enhance the team's performance
- Work effectively with individuals in other agencies to meet patients' needs
- Effectively manage own time, workload and resources

Health & Safety
The post-holder will assist in promoting and maintaining their own and others' health, safety and security as defined in the Practice Health & Safety Policy, to include:-

- Using security systems within the workplace according to guidelines
- Identifying the risks involved in work activities and understanding such activities in a way that manages those risks
- Using appropriate infection control procedures, maintaining work areas in a tidy and safe way and free from hazards
- Reporting potential risks identified

Confidentiality

- In the performance of the duties outlined in this Job Description, the post-holder may have access to confidential information relating to patients and their carers, OnePrimaryCare staff and other healthcare workers. They may also have access to information relating to the business. All such information from any source is to be regarded as strictly confidential.
- The post holder will be required to adhere to their confidentiality agreement at all times.

Note

This job description is not intended to form part of the contract of employment or to be a complete list of duties and responsibilities, but it is a guide, for information, to the job. It will be periodically reviewed in the light of developing work requirements in the role. The post holder will participate in the review.