

JOB DESCRIPTION

'Happy to talk about flexible working'

Job title:	Bank On Call Doctor
Department:	Medical Team
Hospice band:	On call paid at the rate of £165 per weeknight, £300 per Saturday, Sunday and Bank Holidays
Reports to:	Consultant in Palliative Medicine
Responsible for:	-
DBS required	Enhanced

Job purpose

This post will focus on supporting the work of the Hospice inpatient unit, out of hours.

Main duties and responsibilities

1. Clinical

The post holder will participate in the Hospice on-call rota, providing first on-call support to the hospice inpatient unit (IPU) on an as and when required basis. Weeknight cover runs from 5.00pm until 9.00 am the following day. Weekend cover runs from 9.00 am Saturday to 9.00 am Monday. First on-call doctors are off site (within reasonable travelling distance) and during the week will be called for advice or asked to attend the IPU if required out of hours. At a weekend, the expectation is that the medic will attend each day to provide follow up medical reviews and admit new patients. Overnight, they will be required to attend again if called by IPU nursing staff. Annual monitoring demonstrates an average workload of less than 1 hour per weeknight and 6 hours per day at weekends.

Second on-call support will be available at all times from Palliative Medicine Consultants.

The post holder will demonstrate a personal commitment to CPD and should have a designated body/responsible officer already in place, through their regular place of work.

2. Managerial and Leadership

Participation with clinical audit and service evaluation maybe requested. The Hospice is a teaching environment, supporting medical and nursing undergraduates, clinical volunteers and work experience students. When on site, the bank on call doctor would be



Kindness



Togetherness



Positivity



Openness



Respect



Innovation

expected to offer informal training to these groups during the course of their medical duties.

3. **Financial**

The Hospice is an independent charity and relies on fundraising activity for approximately 60% of its income. As a member of the Hospice clinical staff, the bank on-call doctor will work collaboratively with our Fundraising team, in order to promote the service and optimise the opportunities for patients and families to share their stories and experiences, should they wish.

4. **Communication**

The post holder will be part of the Medical Team e-mail circulation, in order that they are kept informed of Hospice news, are able to communicate with wider team members and to ensure on going learning. The post holder will demonstrate a commitment to multi-disciplinary care and a strong affinity to team working.

The post holder will, on initial appointment and thereafter, be required to inform the Hospice of any regular commitments in respect of private professional services or fee-paying services. There will be a similar requirement in respect of additional NHS responsibilities or other external duties.

The post holder must be fully registered with the General Medical Council and have up to date membership of a recognised medical defence organisation, with cover appropriate for work within the Hospice environment.

Note: The Hospice is not registered as an approved practice setting. Candidates must, therefore, have worked in the UK for a minimum of 12 months post registration, with no restrictions on their licence to practice.

The post holder is expected to be aware of Hospice policies and procedures and comply with them.

The appointment is subject to pre-employment screening.

The post is subject to a DBS at enhanced level.

General duties

Confidentiality

- All employees are required to uphold the confidentiality of all information records in whatever format, encountered in the course of employment and after it.
- All employees are bound by the requirements of the General Data Protection Regulations when, in the course of their employment, they deal with information records relating to individuals.



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Equality and Diversity

- The hospice is committed to promoting an environment that values diversity. All staff are responsible for ensuring that they treat individuals equally and fairly and do not discriminate on the grounds of age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex and sexual orientation. The hospice expects all staff to behave in a way that recognises and respects diversity in line with the appropriate standards.

Health and safety

- All employees have a responsibility under the terms of the Health and Safety at Work Act 1974 to protect and promote their own health and that of others in the workplace.
- All employees must comply with all hospice health and safety procedures infection control.
- The prevention and control of infection is the responsibility of everyone who is employed by the hospice. Employees must be aware of infection control policies, procedures and the importance of protecting themselves and their clients in maintaining a clean and healthy environment.

Information governance

- All employees are responsible for ensuring they undertake any training relating to information governance, read the hospice's policies, procedures and guidance documents relating to information governance, and understanding how this affects them in their role.

Professional development

- All employees must participate in an annual appraisal and develop a personal development plan with their line manager.
- All employees are responsible for maintaining their statutory and mandatory training.

Safeguarding children, young people and vulnerable adults

- The hospice is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. All employees and volunteers are expected to behave in such a way that supports this commitment
- In the event of a pandemic or major incident, the post holder may be asked to undertake other duties not necessarily commensurate to the banding of this role. This could include duties in any part of the hospice. Prior to undertaking any duties, the member of staff will have full training and induction. We won't ask any member of staff to undertake duties for which they are not competent or where they feel unsafe in their environment or could put patients or themselves at risk.

The job description is not exhaustive and may be amended following appropriate consultation in the light of business needs.

PERSON SPECIFICATION

Job title:	Bank Locum on Call Doctor
Department:	Medical Team

Requirements	Essential	Desirable	How identified
Education and qualifications	<ul style="list-style-type: none"> Full GMC Registration with a license to practice (no APS restriction) Membership of appropriate medical defence organisation 	<ul style="list-style-type: none"> European Certificate in essential Palliative Care, or similar qualification of willingness/intention to undertake APM membership 	A, C
Knowledge and experience	<ul style="list-style-type: none"> Excellent clinical skills Knowledge of evidence-based practice Excellent communication skills Experience in clinical audit Experience of teaching and presentation. 	<ul style="list-style-type: none"> Experience of working with palliative patients and their families Involvement in clinical research Experience of using electronic patient records 	A, I
Personal skills and attributes	<ul style="list-style-type: none"> Good interpersonal skills and ability to gain confidence and trust Ability to work collaboratively with a multidisciplinary team 	<ul style="list-style-type: none"> Ability to recognise and supports other team members who are experiencing stress 	A,I

	<ul style="list-style-type: none"> • Ability to recognise personal stressors and cope with pressure • Ability to respond to change • Awareness of own limitations • Computer literacy 		
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A= Application form

I=Interview

T=Test

C=Certificate