

## JOB DESCRIPTION

### 1. JOB DETAILS

<b>Job Title:</b>	Consultant in Oral and Maxillofacial Surgery
<b>Accountable To:</b>	Clinical Director
<b>Location for Base:</b>	Cumberland Infirmary, Carlisle

### 2. JOB SUMMARY

Applications are invited for the above substantive post to join North Cumbria Integrated Care NHS Foundation Trust (NCIC) based at the Cumberland Infirmary, Carlisle and West Cumberland Hospital, Whitehaven.

We are looking to appoint a dynamic team player who will provide a comprehensive Oral and Maxillofacial service and who will be encouraged to develop a sub-specialty interest that complements the department and needs of the local population.

Any candidate who is unable for personal reasons to work full-time will be eligible to be considered for the post; if such a person is appointed, modification of the job content will be discussed on a personal basis with the Trust in consultation with consultant colleagues.

The successful applicant will be based at Cumberland Infirmary Carlisle however, as with all NCIC appointments, Consultants will be required to work at our hospital in Whitehaven or in outlying clinics to provide a service to the whole of North Cumbria.

Applications are invited from accredited specialists in Oral & Maxillofacial Surgery who are on the GMC Specialist Register or within six months of attaining the CCT or equivalent at interview stage. Applicants must be registered with the General Medical Council and hold an appropriate higher surgical qualification and preferably should be registered with the General Dental Council.

Where a consultant's training has been lengthened by virtue of being in a flexible training scheme or because of undergoing dual qualification, the employing organisation will, where necessary, credit appropriate additional seniority to ensure that the consultant is not prevented from reaching the pay threshold they would have attained had they trained on a full time or single qualification basis (e.g. training extended by two years counts as the equivalent of two years' seniority as a consultant on first appointment as a consultant).

Maxillofacial Trauma and Emergencies are covered as part of a managed clinical network covering adult and paediatric residents of Cumbria working a 1:4 maxillofacial Consultant on-call rota. The on-call rota is part of a merged rota with Sunderland Royal Hospital.

The role has a secretary to provide comprehensive administrative support.

### Part-time Appointments

Any applicant who is unable, to work full-time will be eligible for consideration for the post. If such a person is appointed, modification of the job content will be discussed on a personal basis in consultation with Consultant colleagues.

**Candidates interested in relocating to the region are able to apply for a generous relocation package of up to £8,000 and NCIC NHS Trust will provide support and assistance to help successful applicants move to the area.**

### 3. ROLE OF DEPARTMENT

NCIC provides OMFS services for a population of approximately 324,000 in North Cumbria and an influx of tourists to the region of 16.4 million a year. Our emphasis is on delivering a trust wide approach with equal access to services to both the inner-city population of Carlisle and our rural populations.

Our Oral and Maxillofacial team are based in the Oral and Maxillofacial/Orthodontic department in the grounds of the main hospital with rooms for minor surgical procedures and orthodontics/skin surgery and implant dentistry. Major in-patient operating is provided in the Cumberland Infirmary Carlisle (CIC) with patients being cared for on the dedicated Aspen Surgical Ward. Our team have an excellent prosthetic service which supports maxillofacial and orthognathic planning.

The department provides a full range of secondary care Oral & Maxillofacial services with tertiary support from Sunderland Royal Hospital who assist with a remote on call service and provide a regionalised full head and neck service. Day case & inpatient surgery are both provided in Carlisle. Outpatient clinics take place in Carlisle and Whitehaven.

### 4. ORGANISATIONAL CHART

Collaborative Chair

Clinical Director

Consultant in Oral and  
Maxillofacial Surgery  
(this post)

### 5. KEY WORKING RELATIONSHIPS

The post holder will be required to develop, maintain and manage effective relationships with a range of stakeholders internally and externally, across all disciplines and including patients, carers and the media. The post holder will need to be highly visible to front line staff as well as to the Executive and Collaborative Teams.

#### Key relationships / stakeholders

- Consultants in OMFS
- Service Users, Patients and Carers
- Clinical Leads
- Nursing Staff

- Administrative Staff
- Operational Management
- Radiology Team
- Head and Neck Department
- Colleagues from Sunderland
- External Agencies

## 6. DUTIES AND RESPONSIBILITIES OF THE POST

The successful appointee will join a team of two Consultant OMF Surgeons, Registrars at ST3, three SAS, 2-3 Dental Core Trainees and a Dental Core Trainee Year 2 (split-post with restorative-OMFS).

The department is well supported by a dynamic and experienced general nursing and dental nursing team together with three orthodontic Consultants and four orthodontic registrars.

We work closely with other specialities, in particular Dermatology, ENT, Orthodontics, Clinical Oncology, Ophthalmology, Respiratory Medicine, Radiology, and Restorative Dentistry.

The North Cumbria Head and Neck Unit is part of the Sunderland Head and Neck MDT and meets weekly. There is a weekly Skin MDT with Newcastle Specialist MDT.

Each Consultant carries out a regular clinic in Whitehaven.

The department has a strong track record and a high reputation for training junior medical and dental staff, both regionally as part of HEENE OMFS training scheme and locally with the GP and Foundation programmes. In the GMC survey of trainees as well as local and regional trainee surveys, the department regularly receives good or excellent feedback. Higher surgical trainees are on placements from the Northern Deanery rotation. Mentoring can be provided within the department if required.

The department is part of the Head and Neck Directorate (ENT, Head & Neck, ORA, OMFS, Audiology & Orthodontics). The OMFS Clinical Lead is Mr Richard Pilkington, Consultant OMFS.

Interested applicants are strongly encouraged to visit the Trust and meet prospective colleagues, and to view the local area and all of its attractions.

Arrangements for visiting may be made by contacting:

Mr Richard Pilkington	richard.pilkington@ncic.nhs.uk	01228 814224
Mr Anthony Paterson	anthony.paterson@ncic.nhs.uk	01228 814224

## 7. WORK SETTING AND REVIEW

(Who is responsible for setting and reviewing the work, the extent to which the post holder works unsupervised, and the extent to which they are free to act without direct reference to a more senior person)

Work independently to tasks / duties / objectives / targets as set by the Executive Medical Director, who will review performance and undertake appraisal.

## 8. INDIVIDUAL RESPONSIBILITIES

NHS Foundation Trust

The post holder is expected to:

- Adhere to Trust policies and procedures and relevant legislation including the requirements of any professional bodies
- Attend mandatory training as identified by the Trust
- Adhere to Trust infection prevention policies, procedures and audits in line with the Health Act 2006, to actively reduce Health Care Associated Infections

## 9. CONFIDENTIALITY

The post holder must maintain the confidentiality of information about patients' staff and Trust business in accordance with the General Data Protection Regulations (GDPR), Data Protection Act 2018 and Caldicott principles.

## 10. HEALTH AND SAFETY

Employees must be aware of the responsibilities placed upon them under the Health & Safety at work Act (1974), to ensure that the agreed safety procedures are carried out to maintain a safe environment for employees and visitors.

## 11. RISK MANAGEMENT

All staff have a responsibility to report all clinical and non-clinical accidents, incidents or near-misses promptly and when requested to co-operate with any investigations undertaken.

## 12. EQUALITY AND DIVERSITY

All employees of the Trust have responsibility to:

- Act in ways that support equality and value diversity.
- Treat everyone with whom they come into contact with dignity and respect.
- Act in ways that are in accordance with Trust's Single Equality Scheme, Equality and Diversity policy, and Dignity in the Workplace policy.

## 13. SAFEGUARDING

All employees have a duty for safeguarding and promoting the welfare of children and adults at risk. Staff must be familiar with the trusts Safeguarding Policy and the process for raising concerns about the welfare of anyone with whom they have contact. Staff must also ensure they receive the appropriate level of safeguarding children and adult training depending on their role in the Trust.

Staff are expected to access supervision and support from their line managers and/or the locality based safeguarding team when managing complex cases where applicable to their role.

## 14. INFORMATION GOVERNANCE

NHS Foundation Trust

The post holder must keep up to date with the requirements of information governance; undertake mandatory training and follow Trust policies and procedures to ensure that trust information is dealt with legally, securely, efficiently and effectively.

It is important that the post holder processes personal identifiable information only in accordance with the Trust Data Protection Act notification to the Information Commissioner. The post holder must check with the Data Protection Officer before creating new systems to process person identifiable information to ensure that this is carried out within the scope of the Data Protection Act 2018 notification.

The post holder must manage the records they create or hold during the course of their employment with the Trust in an appropriate way, making the records available for sharing in a controlled manner subject to statutory requirements and agreed security and confidentiality policies, procedures and guidelines e.g. Data Protection Act 2018, Freedom of Information Act 2000, General Data Protection Regulations, Caldicott Guidelines NHS Confidentiality Code of Conduct 2003, and professional codes of conduct on confidentiality.

The post holder must maintain the confidentiality of information about service user staff and organisational business in accordance with the new Data Protection Act 2018 and Caldicott principles.

It is likely that the post holder will be in contact at some time with a form of information system, and therefore is responsible for implementing and maintaining data quality. The post holder, when making entries into records, must ensure that these are legible and attributable and that the record keeping is contemporaneous. It is essential that information recorded within records either on paper, in an electronic format or both paper and electronic is accurate, complete and relevant.

## PERSON SPECIFICATION

**POST TITLE:** Consultant Oral & Maxillofacial Surgeon

Requirement	Essential	Desirable
<b>Education and Qualifications</b>	<p>Full Registration with the General Medical Council (GMC)</p> <p>Dental Qualification Entry on the GMC specialist register in Oral and Maxillofacial Surgery via relevant CCT, MRCP (UK) or equivalent ( or proposed CCT date must be within 6 months of interview), relevant CESR or European Community Rights,</p> <p>An appropriate higher Surgical qualification</p>	<p>Postgraduate qualification.</p> <p>Special interest in facial deformity and orthognathic</p> <p>Full registration with the GDC</p>
<b>Experience and Knowledge</b>	<p>High level of clinical experience and competence in OMFS services, including trauma. Ability to manage full spectrum of oral and maxillofacial conditions.</p> <p>Ability to take full and independent responsibility for clinical care of patients.</p> <p>Ability to anticipate change and show an awareness of where the team sits in the bigger picture</p> <p>Demonstrate an understanding of the wider health economy and the implications for the Trust</p>	<p>A commitment to and experience of teaching.</p> <p>An interest in developing links with Primary Care.</p> <p>Business Planning</p>
<b>Management &amp; Administrative</b>	<p>Ability to advise on efficient and smooth running of the service.</p> <p>Ability to organise and manage own workload efficiently</p> <p>Management and Leadership skills</p> <p>Ability to support solution focused decisions</p>	<p>Experience of audit management.</p>

<b>Teaching</b>	<p>Experience of and commitment to teaching undergraduate and postgraduate staff.</p> <p>Provide support and guidance to aid professional development of team members</p>	<p>Experience of teaching basic clinical skills to undergraduates.</p> <p>Teaching of non-medical health professionals.</p> <p>Educational Qualification.</p>
<b>Research, Audit and Clinical Governance</b>	<p>Experience of, and commitment to, clinical audit and quality improvement</p> <p>Experience of research and Clinical Governance.</p>	<p>Ability to supervise postgraduate research.</p> <p>Publications in peer-reviewed journals.</p>
<b>Communication skills and abilities</b>	<p>Empathetic and sensitive approach to patient needs.</p> <p>Excellent communication skills with patients, colleagues, managers and other staff.</p> <p>Approachable and effective Multi-disciplinary team member with excellent/highly effective interpersonal skills</p> <p>Ability to influence and negotiate</p> <p>Approachable Team membership/loyalty.</p> <p>Positive approach to lessons learnt.</p> <p>Confident approach without being arrogant.</p>	<p>IT Skills.</p> <p>Presentation skills.</p>
<b>Continued Professional / Personal Development</b>	<p>Is up to date a fit to practice safely.</p> <p>Is compliant with appraisal and revalidation requirements.</p> <p>Demonstrable evidence of lifelong learning.</p> <p>Reflective approach to personal development with an ability to acknowledge and effectively manage poor performance.</p> <p>Participation in appropriate peer review processes.</p>	
<b>Personal Attributes</b>	<p>Ability to work as part of a multi-disciplinary team.</p> <p>Participation in on call and emergency cover.</p>	

	<p>Ability to travel to fulfil the requirements of the post.</p> <p>Ability to effectively balance loyalty to the service through corporate behaviours and demonstrate Trust Values</p>	
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