

**CARDIFF AND VALE UNIVERSITY LOCAL HEALTH BOARD**

**JOB DESCRIPTION**

**NEUROLOGY CLINICAL RESEARCH FELLOW**

**ST1 – ST7**

# CARDIFF AND VALE UNIVERSITY LOCAL HEALTH BOARD

## JOB DESCRIPTION

**POST: NEUROSCIENCE CLINICAL RESEARCH FELLOW**

**BASE: University Hospital of Wales, NEUROLOGY**

### Background

Applications are invited for two clinical research fellows to join a thriving team to work on commercial and non-commercial clinical trials at the neurosciences research unit at University Hospital of Wales, Cardiff. Current trials are in Epilepsy, Headache, Huntington's disease, Motor Neuron Disease and Multiple Sclerosis. The candidate will gain experience in clinical neurology and research methodology. The post is offered for 1 year in the first instance, but with a view to extending for the right candidate and opportunities to develop own research interests.

Informal enquiries can be made to Professor Khalid Hamandi, [hamandik@cf.ac.uk](mailto:hamandik@cf.ac.uk), Professor Ann Rosser [rosserae@cardiff.ac.uk](mailto:rosserae@cardiff.ac.uk) and Doctor Emma Tallantyre [tallantyreEC@cardiff.ac.uk](mailto:tallantyreEC@cardiff.ac.uk)

Cardiff and Vale University Local Health Board was established on 1<sup>st</sup> October 2009 and is one of the largest in the UK, providing health services for over 500,000 people living in Cardiff and the Vale of Glamorgan. We also serve a wider population of 2.5 million people across South and Mid Wales for specialties such as paediatric intensive care, specialist children's services, renal services, cardiac services, neurology, bone marrow transplantation and medical genetics. We are also responsible for the delivery of NHS primary care services in Cardiff and the Vale of Glamorgan, including general practitioners, community pharmacists, dentists and optometrists.

Cardiff and Vale University Health Board's nine hospitals are; Barry Hospital, Cardiff Royal Infirmary West Wing, Children's Hospital for Wales, University Hospital Llandough, Rookwood Hospital, St. David's Hospital, University Dental Hospital, University Hospital of Wales, and Whitchurch

Hospital.

We are a teaching health board with close links to Cardiff University. The University boasts a high-profile teaching, research and development role within the UK and abroad. Together we are training the next generation of medical professionals.

## **1. THE HOSPITAL(S)**

### **University Hospital of Wales**

In 1971, UHW was officially opened and rapidly established itself as one of the foremost teaching hospitals in the UK and the flagship of Wales.

In addition, the hospital manages a number of services of a regional and sub-regional nature, namely Cardiology, Cardiac Surgery, Neurology, Neurosurgery, Medical Genetics, Bone Marrow Transplantation and Renal Transplant. Cardiff University's School of Medicine is based on the site and consequently the hospital is regarded as the major teaching hospital within Wales. With one or two exceptions the NHS service side is interlinked with professorial departments and both the NHS and School elements are heavily involved in research and development and have gained eminent reputations both nationally and internationally.

The hospital provides for the fullest integration of a 924-bed hospital and medical school in one complex. Three blocks running north south with 6 subsidiary 'link' blocks comprise the main complex. The main building is 10 storeys high with numerous peripheral developments.

Each week the hospital sees around 5,000 outpatients, 500 inpatients and 200 day cases. The Main operating theatre suite is one of the largest in Great Britain with 10 theatres and 12,000 cases per year.

Emergency services are located within state of the art accommodation on the University Hospital of Wales site. It is an extremely busy department with approximately 100,000 attendances per year.

## **2. THE POST**

- 2.1. Responsible to key Principle investigators Professor Khalid Hamandi, Dr Emma Tallantyre, Professor Anne Rosser.**
- 2.2. The appointee will work on commercial clinical trials, and non-commercial portfolio and pathway-to-portfolio studies. The portfolio currently includes trials in epilepsy, Huntington's disease, motor neuron disease and multiple sclerosis.**
- 2.3. Trials and studies are conducted through the Neurosciences Research Unit in the Department of Neurology under the neurosciences directorate.**
- 2.4. The appointee will be responsible for undertaking the administrative duties associated with the care of patients taking part in research trials and studies. Under the provisions of the Data Protection Act 1998 it is the responsibility of each member of staff to ensure that all personal data (information that is capable of identifying a living individual) relating to patients, staff and others to which they have access to in the course of employment is regarded as strictly confidential. Staff must refer to the Trust's Data Protection Policy (available via Trust intranet) regarding their responsibilities**
- 2.5. The appointee will be required to comply with the appropriate Health and Safety Policies as may be in force. All Employees have an individual responsibility to adhere to the Infection Control Policy and to protect themselves, the patient, Visitors and colleagues from the risk of infection. The individual responsibility will include the requirement to attend training at intervals determined by the UHB and understand Infection Control issues as they pertain to their workplace. They will report any identified infection risk and take necessary precautions/actions to prevent transmission.**
- 2.6. Travel as necessary between hospital and university will be required but a planned and cost effective approach will be expected.**

### **3. DUTIES**

#### **3.1. Overview**

The Neurology Department has a four bed Neuroscience Research Unit (NRU), co-located on the neurology ward, and nearby clinical and academic offices where the appointee to this post will be predominantly based.

The NRU is a four-bed clinical research area specialising in clinical trials in patients with neurological disorders, located on C4 neurology ward. The NRU was set-up and part funded following neurosciences successful Health and Care Research Wales Brain Repair and Intracranial Neurotherapeutics (BRAIN) Unit application (<http://brain.wales>). The NRU will take both commercial and non-commercial clinical trials in or related to neurosciences. In-house nurse and database support services provide a high-quality clinical research environment, in which patients can undergo research programmes safely and effectively according to scientifically robust, ethically approved protocols.

A strength of the NRU is its location in the neurology department in an environment familiar with clinical neurological disease management, for example epileptic seizures or other disability, and develops a platform for more invasive studies, such as intrathecal and intracranial work. The Unit opened in October 2015 with 1 WTE Research Nurse Manager and clinical fellow and has expanded to a team of , due to a steady increase in research activities and income, has expanded with the addition of 2 WTE Research Nurses.

#### **4.2 Research**

The Clinical Research Fellow will be responsible for the day-to-day running and clinical support for clinical trials / studies

- work with the NRU medical and nursing team
- support and engage in patient identification and recruitment
- as sub-investigator undertake day-to-day clinical trial activities and visits according to the trial protocols
- from time-to-time be called upon to support other research activities in the NRU

- undertake appropriate clinic duties and attendance at outpatient clinics (1 to 2 per week depending on trial commitments) to support training and development and trial recruitment
- have opportunity to develop their own research interests and publications, and will be encouraged to prepare for and submit fellowship funding applications

## **5. WORKING PATTERN INCLUDING OUT-OF HOURS COMMITMENT**

Most Junior Doctor posts in the ULHB are now compliant with the New Deal and the European Working Time Directive. You will be advised of the working pattern for this post prior to taking up your appointment. There is currently no on-call commitment with this post.

There is no out of hours on call with this post.

## **6. TEACHING**

There are no dedicated teaching commitments to this post, but the successful applicant will be encouraged, where it does not interfere with the delivery of the trial work, to engage in relevant teaching activities in the Neurology Department, including teaching of undergraduates, nursing staff and postgraduate trainees, and attendance at the weekly neuroscience meeting.

## **7. CONTINUING EDUCATION**

Access is available to the Medical Library at the University of Wales College of Medicine which provides excellent facilities and an honorary contract with Cardiff University and therefore access to university library facilities will be offered.

## **8. FACILITIES FOR STUDY LEAVE**

- i. Study leave may be granted for education purposes to attend courses at the discretion of the study PIs, provided the trial work is covered and must be planned well in advance. At least six weeks notice is required. Study Leave Approval Form must be completed and authorised by Consultant and Clinical Director.
- ii. **Postgraduate Training**

Whilst this post does not have Postgraduate financial support, where deemed appropriate support may be given to attend activities related to the trials and research conducted in this post.

## **9. LEAVE**

Applications for annual leave must be signed by the Clinical Director 6 weeks in advance of leave to be taken. It must also take into account colleagues' leave so as to enable adequate clinical cover to be maintained.

## **10. MAIN CONDITIONS OF SERVICE**

- a) The post is covered by the Terms and Conditions of Service for Hospital Medical and Dental Staff (England and Wales) and the General Whitley Council Terms and Conditions of Service as amended in negotiation with the ULHB Medical and Dental Staff Negotiating Committee. Details of these may be obtained from the Medical/Dental Personnel Department.
- b) **The normal working pattern week for this is full time, 37.5 hours.**
- c) Salary scale based on the incumbent's previous service and experience will apply to this post.
- d) The appointment is designated as non-resident but you are required to be on-site during your rostered working hours.
- e) The appointee accepts that they will also perform duties in occasional emergencies and unforeseen circumstances at the request of the appropriate study PI and clinical director, in consultation with their colleagues both junior and senior.

## **11. JOB LIMITATION**

At no time should you work at a level exceeding your competence. All medical staff therefore have a responsibility to inform those supervising their duties if they have any concerns regarding this or if they feel that they are not competent to perform a particular duty.

## **12. CONDITIONS OF APPOINTMENT**

- a) The completion of a satisfactory health declaration questionnaire and screening is a condition of the appointment. The postholder must comply with the UK Health Department guidance on "Protecting Health Care Workers and Patients from Hepatitis B" (PSM(93)12) as implemented by the ULHB.
- b) Because of the nature of the work of this post it is exempt from the provision of Section 4 (2) of the Rehabilitation of the Offenders Act 1974 (Exemption Order 1975). Applicants are therefore not entitled to withhold information about convictions of the Act. In the event of employment, failure to disclose such convictions could result in dismissal or disciplinary action. Any information given will be completely confidential and will be, considered only in relation to an application to which the order applies.'
- c) You must hold current full registration with a Licence to Practice with the General Medical Council throughout the duration of this contract.
- d) You are normally covered by the NHS Hospital and Community Health Services indemnity against claims of medical negligence. However, in certain circumstances (e.g. in service for which you receive a separate fee or in an emergency situation outside of work) you may not be covered by the indemnity. The Health Departments, therefore, strongly advise that you maintain membership of your medical defence organisation.
- e) **The Ionising Radiation (Medical Exposure) Regulations 2000**  
  
The Ionising Radiation (Medical Exposure) Regulations 2000 impose a legal responsibility on ULHBs for all staff who refer patients for medical radiation exposure such as diagnostic x-rays to supply sufficient data to enable those considering the request to decide whether the procedure is justified.
- f) Cardiff and Vale ULHB operates a No Smoking Policy within the ULHB.
- g) Removal expenses are in accordance with the ULHB policy for doctors in the training grades.
- h) The ULHB is contractually obliged to monitor junior doctors' New Deal compliance and the application of the banding system, through

robust local monitoring arrangements supported by national guidance. You are contractually obliged to co-operate with those monitoring arrangements.

### **13. DISCLOSURE OF CRIMINAL BACKGROUND OF THOSE WITH ACCESS TO PATIENTS**

It is the policy of this ULHB that, in accordance with the appropriate legislation, pre-employment Disclosure Checks are undertaken on all newly appointed Doctors and Dentists. The Criminal Records Bureau is authorised to disclose, in confidence to the ULHB, details of any criminal record, including unspent and spent convictions, cautions, reprimands and final warnings.

Applicants being considered for this post must provide this information on the application form before they can be considered.

Any information disclosed will be treated in the strictest confidence and all circumstances will be taken into account before any decision is reached. The successful applicant will be required to complete a CRB Disclosure Check application form and to provide the appropriate documentation. Applicants should be aware that a refusal to comply with this procedure may prevent further consideration for the post.

### **14. OTHER FACILITIES**

Cardiff, the City and the Capital of Wales, has a typical air of a cosmopolitan city, being the administrative, business, cultural and education centre for Wales. Cardiff has much to offer, modern shopping centres, Edwardian arcades with exclusive boutiques and a large indoor market.

Cardiff Castle sits in the middle of the city along with impressive buildings such as the City Hall and the National Museum of Wales. For entertainment, Cardiff has many venues - St David's Hall for world class concerts, the New Theatre and Sherman Theatre, large cinema complexes as well as Chapter Arts Centre.

The city also contains the Welsh National Ice Rink and the National Sports Centre and the new Millennium Rugby Stadium. The development of some 2,700 acres of Cardiff Bay has created a 500 acre lake, 8 miles of waterfront and a new commercial and leisure

environment. The Vale of Glamorgan stretches to the coast and is dotted with small country villages. Situated in the Vale are the picturesque beaches of Southerndown and Llantwit Major. Within an hour from Cardiff is varied countryside - the Brecon Beacons and the Wye Valley.

### **Night Life**

Restaurants in Cardiff are excellent and there is a wide choice of nightclubs, discos, a jazz centre and bars.

**Clubs** - All staff within the ULHB are eligible for membership of the University of Wales Hospital Sports and Social Club which includes facilities for squash, badminton, swimming etc, a sauna and jacuzzi together with a large social club.

**Car Parking** - There are parking facilities at all the hospitals.

**Shopping** - Adequate shopping facilities within a convenient distance of all Hospitals.

**Transport** - All Hospitals are on regular bus routes with rail stations nearby.

**15. DATE POST IS VACANT – August 2024.**

## CARDIFF AND VALE ULHB

### Person Specification Form

#### Requirements of Applicants

<b>GRADE:</b> Clinical Fellow	<b>SPECIALTY:</b> Neurology	
<b>HOSPITAL:</b> University Hospital of Wales		
REQUIREMENTS	ESSENTIAL	DESIRABLE
<b>1) QUALIFICATIONS</b>	<ul style="list-style-type: none"> <li>• MBBS or equivalent</li> <li>• Current GMC registration</li> <li>• Good Clinical Practice Certificate (GCP) or agreement to attend next available course</li> </ul>	<ul style="list-style-type: none"> <li>• Completed MRCP or equivalent</li> <li>• Intercalated Degree</li> <li>• MSc or PHD</li> <li>• Academic Excellence (Publications, Prizes, merits, distinctions etc.,)</li> </ul>
<b>2) PREVIOUS EXPERIENCE</b>	<ul style="list-style-type: none"> <li>• Core medical training or equivalent</li> </ul>	<ul style="list-style-type: none"> <li>• Neurology ST3 experience</li> <li>• Previous Neurology experience, any CT level.</li> <li>• Experience with clinical trials or research</li> <li>• Laboratory sample processing</li> <li>• Lumbar puncture</li> </ul>
<b>3) SKILLS, KNOWLEDGE , ABILITIES</b>	<ul style="list-style-type: none"> <li>• Effective communication skills – Verbal and written</li> <li>• Up to date with current medical practices</li> </ul>	<ul style="list-style-type: none"> <li>• Audit</li> <li>• Teaching</li> <li>• Independently competent at lumbar puncture</li> <li>• Experience with</li> </ul>

	<ul style="list-style-type: none"> <li>• Experience in lumbar puncture</li> </ul>	intrathecal drug delivery
<b>4) ATTITUDE, APTITUDES PERSONAL CHARACTERISTICS</b>	<ul style="list-style-type: none"> <li>• Motivated and efficient</li> <li>• Able to relate to patients, staff and medical colleagues</li> <li>• Flexible, caring and hardworking</li> <li>• Ability to work as part of a team</li> </ul>	
<b>5) ADDITIONAL CLINICAL EXPERIENCE</b>		
<b>6) SPECIAL INTERESTS</b>		
<b>7) OTHER REQUIREMENTS</b>	<ul style="list-style-type: none"> <li>• Satisfactory immigration status for length of contract</li> <li>• Satisfactory Health Clearance</li> <li>• Satisfactory Police Clearance</li> </ul>	