

**Information Pack**

**and**

**Job Description**

**for**

**CONSULTANT ORAL & MAXILLOFACIAL  
SURGEON**

**WITH SPECIAL INTEREST IN HEAD AND NECK  
CANCER**

**DIVISION OF SURGERY AND ANAESTHETIC  
SERVICES**



UPDATE Jan 2022

**Some facts about us:**



**We are in the HSJ/Nursing Times list of the top 100 places to work**



**On average 98% of our patients would recommend us to their Friends and Family**



**We're rated as 'better than average' or above in 24 categories out of 32 of the national NHS staff satisfaction survey**



**We are in the top 20% of Trusts for effective staff engagement**



**We are in the top third of all Trusts in terms of openness, transparency and learning from mistakes, being rated as 'good'**



**Our young patients have rated us as the fourth best childrens' in-patient service in the country**



**We routinely meet our cancer targets and mortality rates are within expected levels. Our performance against all other targets is generally good.**



**Our Foundation Training Programme has been the highest rated in the North West Region**

## Introduction

East Lancashire Hospitals NHS Trust is a large, integrated healthcare organisation.

With over 7,800 staff and 970 in-patient beds, we are a large provider of Acute District General and Specialised Hospital services, as well as Community Services and Childrens Mental Health Services.

Our two main hospital sites, The Royal Blackburn Teaching Hospital and Burnley General Teaching Hospital have been rated “GOOD” in 2016 by the Care Quality Commission.

Our Board is professional, ambitious and capable.

Our vision is ‘**To be widely recognised for delivering safe, personal and effective care**’.

Quality and safety are at the heart of everything we do and we are committed to providing harm free care. Our fabulous, highly trained staff are key to our growing reputation as a great place to receive treatment, as well as a great place to work.

East Lancashire Hospitals   
NHS Trust



Safe | Personal | Effective

[www.elht.nhs.uk](http://www.elht.nhs.uk)

Safe | Personal | Effective

## **EAST LANCASHIRE HOSPITALS NHS TRUST**

East Lancashire Hospitals NHS Trust provides a caring service to a population of 550,000 in the Pennine Lancashire area. Services are provided from our two main sites, the Royal Blackburn Teaching Hospital and Burnley General Teaching Hospital and from our community rehabilitation wards at Pendle Community Hospital, Accrington Victoria Hospital and Clitheroe Community Hospital.

Our current five-year clinical strategy 'Fit for the Future' provides a robust clinical platform to ensure we deliver safe, personal effective services in the community and in our hospitals.

We treat almost 700,000 patients every year in our hospitals and community settings, using state-of-the-art equipment and facilities. We provide a full range of acute hospital and adult community services and we are a specialist centre for hepatobiliary, head and neck and urological cancer services, robotic assisted surgery, specialist cardiology services and we are also a network provider of Level 3 Neonatal Intensive Care. We are a nationally accredited Centre for Endometriosis and Uro-Gynaecology Surgery.

Our Blackburn site is the centre for all acute services in East Lancashire other than Obstetrics and Gynaecology. The Emergency Department at Blackburn is the only ED for East Lancashire and is a Trauma Unit in the Lancashire Trauma Network working closely with the Trauma Centre at the Royal Preston Hospital. The ED is supported by Urgent Care Centres at Blackburn and Burnley and a Minor Injuries Unit at Accrington. We have day and night Air Ambulance helicopter landing facilities.

Burnley General Teaching Hospital is the site for the East Lancashire Women's and Newborn Centre and is the largest in-patient consultant led obstetric unit in the North West. There is also a midwife-led birthing unit off the Hospital site in Blackburn.

In 2012 the Royal Blackburn Teaching Hospital was designated as one of the Lancashire Vascular Centres and is one example of our specialist services.

The Trust also has close links with a number of Tertiary Centres in Manchester and Liverpool for both adult and children's services.

## **ROYAL BLACKBURN TEACHING HOSPITAL**

The hospital is situated just off Junction 5 of the M65. It is our main hospital site receiving most emergency patients. Other than for obstetric emergencies, all blue light ambulances attend this site.

Services at the Royal Blackburn Teaching Hospital site include:

- A busy Emergency Department, with 8 bedded resuscitation area, and a co-located Urgent Care Centre and ambulatory care facility
- ITU, HDU and POCCU facilities.
- Radiology including MRI and CT seven days per week, as well as isotope scanning
- Acute Surgical Services (General Surgery, Vascular Surgery, Urology, T&O, ENT, Maxillofacial and Surgical Triage Unit)
- 11 Operating Theatre complex with integrated Day Case Unit, 24 hour Emergency Theatre, Angiography Suite and Di-Vinci robot.
- Endoscopy Unit providing a 24/7 Upper GI bleed endoscopy service
- Acute Medical beds, Medical Assessment Unit and Fast Flow wards.

- Cardiac Unit (a CCU, specialist cardiac ward and 2 Cath Labs)
- Generalised and Acute Paediatric services
- Learning & Development Centre
- Research Centre
- We are also now planning the build of a primary care access centre at our ED front door as part of our redesign programme.

## **BURNLEY GENERAL TEACHING HOSPITAL**

Services at this site include:

- Lancashire Women and Newborn Centre including 5 Operating Theatres, Consultant led maternity unit, midwife led birthing centre, Level 3 Neonatal Intensive Care Unit, general, emergency and specialist gynaecology services
- Urgent Care Centre: A new purpose built building with a children's assessment and observation area, and an on-site GP unit
- Elective Orthopaedic Centre (28 beds and 5 operating theatres)
- Endoscopy Unit
- Paediatric Day Surgery Unit
- Radiology services including CT
- Ophthalmology Unit and dedicated Ophthalmology Theatres
- Recently opened elective care centre incorporating facilities for day case surgery and short stay surgery, two theatres one of which is laparoscopic theatre and a procedure room. This facility will eventually include chemotherapy suite and enhanced endoscopy facilities.

In October 2019 the department of oral and maxillofacial surgery and orthodontics moved into a brand new custom built outpatient department incorporating a minor operating theatre and new maxillofacial laboratory accommodation.

## **TEACHING AND RESEARCH and INNOVATION**

Across all our sites we pride ourselves on our teaching and for providing a great experience for trainee doctors/dentists. We have received excellent feedback from medical students, foundation year doctors and specialty trainees. One of our respiratory consultants was awarded "Teacher of the Year" by Manchester Medical School students. Our Obstetrics and Gynaecology specialty trainee feedback and evaluation rated us the highest in the North West. Since 2016, we have entered into a strategic alliance with University of Central Lancashire, a fast-growing medical school, as their main provider of clinical placements and teaching. Our medical student intake is increasing year on year, with students from several medical schools, both locally and internationally.

We have a thriving community of research in the Trust and we contribute to a wide range of national and international studies, with a high number of patients entering clinical trials.

Our clinical staff continue to develop the range of services offered by the Trust. We provide robotic-assisted urological surgery. We are a Lancashire centre for Head and Neck surgery, maxillofacial and orthognathic surgery, and regional dermatology including vulval dermatology specialist services.

We are an accredited centre for Vascular surgery, Uro-Gynaecological Surgery and Endometriosis.

## **LOCAL AREA/POPULATION**

The Trust's catchment area is co-terminus with the local districts of Blackburn with Darwen, Hyndburn, Ribble Valley, Burnley, Pendle and Rossendale. Together, these localities represent the area known as "Pennine Lancashire". Each of the locality districts contains substantial rural areas including parts of the West Pennine Moors, the Ribble Valley, the Forest of Bowland, Gisburn Forest and Pendle Hill; some of the most outstandingly beautiful countryside in Northern England. The local town of Whalley has been voted one of the top 50 places to live in the UK

The district is well served by road and rail and is within reach of the Universities of Manchester, Lancaster, Liverpool and Leeds, including UCLan with which ELHT has forged strong links. As well as being close to many urban centres, Blackburn and Burnley are also within easy distance of the Lancashire Coast, the Lake District and the Yorkshire Dales.

The district itself is well provided with leisure activities, for both spectators and participants. There are well developed parks, sports grounds and sports centres in the urban community. There are excellent schools in the locality, both state and fee paying. The housing in the area is both to a high standard and is reasonably priced. The local population looks to the district's health services for most of their health needs.

In comparison with England and Wales as a whole, the Trust has a higher proportion of the population between the ages of 0-14 and a lower proportion of the population between the ages of 15-64. This trend is set to increase with projected increases of about 5% in the population between 0-14. From census data, when compared with the rest of the region, this district has the third highest proportion of households where the head of the household was born in the New Commonwealth or Pakistan.

## **JOB SUMMARY**

### **THE POST**

We wish to appoint 1 WTE Consultant Oral & Maxillofacial Surgeons, with an interest in Head and Neck Cancer and reconstruction. This a replacement post with the department currently looking at a business case to recruit to a further new post, outlining the local demand for such surgery.

It is envisaged that the successful applicant will also offer general Oral & Maxillofacial services to the Trust and develop other interests mutually acceptable to the successful applicants and the department.

The three B's is a geographical area covering the towns of Bolton, Burnley and Blackburn. The population serviced is approximately 1 million. The Maxillofacial inpatients and Trauma work are based at the Royal Blackburn Teaching Hospital site. Outpatient and Daycase surgery is carried out at all three hospital sites. The service is currently delivered by a team of eight Consultants in Maxillofacial Surgery, one of whom is part time, so these appointments indicate an expansion of the consultant establishment.

There is a dedicated weekly Head and Neck MDT and clinic, and a Consultant in Restorative Dentistry. There will be a pan-Lancashire MDT.

The general on call rota is third on call, and, with a commitment that the on call consultant undertakes a Sunday morning trauma list. This on call rota will go to 1:9 when colleagues are in post but will be 1:8 in the first instance.

The successful applicants will be expected to participate in an additional microvascular rota on a 1:4 basis.

Blackburn is a Head & Neck cancer unit. Currently the unit covers the 3Bs area as above. There are close working relationships with our ENT colleagues in the MDT Head and Neck cancer service, and they perform thyroid surgery. There is an established and busy facial skin cancer service within the Department, with more than 800 procedures performed annually. An external review noted that it was one of the busiest in the UK, and described the service as “world class”.

## THE DEPARTMENT

### The Maxillofacial Team

Mr G C S Cousin	Consultant	Blackburn & Burnley	Trauma & Orthognathic surgery
Mr C J Johnston	Consultant	Blackburn & Burnley	Trauma & Skin Cancer
Mr K N McAlister	Consultant	Blackburn, Burnley & Bolton	Skin Cancer
Mr Geoff Chiu	Consultant	Blackburn & Bolton	Orthognathic surgery
Mr J Rao	Consultant	Blackburn & Burnley	Skin Cancer & TMJ
Ms R Rafiq (P/T)	Consultant	Blackburn, Burnley & Bolton	Skin Cancer
Mr Leo Vassilliou	Consultant	Blackburn & Bolton	Head & Neck Cancer
Mr Panos Kyzas	Consultant	Blackburn & Burnley	Head & Neck Cancer
Dr D Palmer	Associate Specialist	Blackburn, Burnley & Bolton	
Dr K Shanbhag	Associate Specialist	Blackburn, Burnley & Bolton	
Dr S Sanders	Associate Specialist	Bolton	

The team also includes 3 STs, a senior clinical fellow, one junior clinical fellow and 6 DCTs.

In addition the following are in post:

Mr D Moore P/T	Consultant in Restorative Dentistry	Blackburn
VACANT POST	Consultant in Restorative Dentistry	Blackburn & Burnley
Mr S Watkins	Consultant Orthodontist	Blackburn & Burnley
Miss Charlotte Dugdale	Consultant Orthodontist	Blackburn & Burnley
Mrs Sarah Glossop	Consultant Orthodontist	Blackburn & Burnley
Mrs Amy Gallagher	Consultant Orthodontist	Blackburn & Preston

### Duties of the Post

The post holder will undertake outpatient and daycase work at the Royal Blackburn and Burnley General Hospitals and in patient activity at the Royal Blackburn Hospital. There may be requirements for an outreach clinic at Bolton Foundation Trust.

The postholder(s) will take part in the consultant on call rota. It is envisaged that the post holder will develop a subspecialty interest to complement those of the existing consultants. A draft Job Plan for the post is attached and will be agreed with the Consultant within 3 months of commencement of the post.

### **Main Responsibilities**

1. Diagnosis and treatment of patients at the hospitals within the Trust and for the Royal Bolton Foundation Trust.
2. To undertake outpatient clinics at peripheral units if required.
3. Continuing clinical responsibility for the patients in your charge, allowing for proper delegation to and training of your staff.
4. Management of paediatric patients who present as emergencies or via an elective route.
5. You will have responsibility for the training and supervision of trainees who work with you and you will devote time to this activity on a regular basis. If appropriate you will be named in the contracts of doctors in training grades as the person responsible for overseeing their training and as the initial source of advice to such doctors on their careers.
6. Together with colleagues you are required to participate in medical audit.
7. You are expected to keep yourself up-to-date with developments within your speciality by attending appropriate conferences, study courses, etc. The Trust supports the requirements for CME as recommended by the Royal College of Surgeons and is committed to providing time and financial support for these activities.
8. The Trust encourages participation in research within the laid down procedures.
9. A commitment to continuing professional development and annual appraisal is expected. Along with annual job planning

### **Managerial Responsibility**

1. To take an active role in further developing the Maxillofacial Surgery Service.
2. To participate in Special Surgery Directorate meetings.
3. To agree and share with colleagues other management areas eg. Audit lead, DCT supervisor, Rota manager, Governance lead etc.
4. To ensure excellent team working.
5. To participate in teaching.

### **Radiology**

MRI, conventional and spiral CT scanning takes place on both sites.

## **SUPPORT SERVICES**

The department is supported by three CNS and AHPs from SALT and dietetics who form part of the departmental MDT.

The department has a team of dedicated secretaries and audio typists who manage the administration processes and have close links with the outpatient booking office and elective admission clerks.

## **TERMS AND CONDITIONS OF SERVICE**

A satisfactory medical examination is a condition of employment for Medical and Dental staff in the NHS.

Candidates are requested to note that any person recommended for appointment in connection with this post will be referred to the DBS (Disclosure & Barring System) for their clearance.

**Please note: In line with other NHS organisations in the North West Region, the Trust is now passing the charge for undertaking a DBS check on to candidates in the event they are successfully appointed into the post for which they have applied. Candidates can choose whether to pay this over 1-3 months as a deduction from the monthly salary. By applying for this vacancy you are agreeing to this undertaking in the event you are successfully appointed.**

## **TEACHING**

We have a very active learning and development centre and we teach an increasing number of medical students and all grades of medical trainees. We actively encourage all relevant consultant staff to undertake teaching and educational supervision roles, following the appropriate training. Teaching is a fundamental part of our continuing improvement culture. We rate amongst the highest in the North West in the evaluation of our teaching programmes

The post holder will be expected to keep up to date with developments within medical education and his/her own specialty by attending appropriate conferences and study courses.

## **RESEARCH**

There are ample opportunities and facilities for research, which is supported locally through the Research and Development Committee. There is also active support from the Universities of Lancaster, Central Lancashire and Manchester, with which there are collaborative projects.

## **CONTINUING CARE**

The appointee will be responsible for the continuing care of patients in his/her charge and for the proper functioning of his/her department.

## **SECRETARIAL SUPPORT**

Secretarial support will be available for this post. The department had 0.5 wte secretary per consultant along with additional audio typist support. There is also support secretarial support at time of annual leave.

## **OFFICE ACCOMODATION**

Office accommodation will be provided for the appointee.

## **STANDARDS OF CONDUCT**

The post holder will conduct duties with regard to the Trust's Vision and Values detailed on page 4 of this Job Description.

## **GOVERNANCE**

### **i) CONTINUING PROFESSIONAL DEVELOPMENT**

The Trust supports the requirements for continuing professional development (CPD) as laid down by the GMC and surgical colleges and is committed to providing time and financial support for these activities.

The appointee is expected to undertake CPD activities, in accordance with the relevant College's and Trust's requirements. There is a funded study leave allocation of 30 days/3 year cycle. The funding for this is as per the trust guidelines. SPA Allocation of 1.5 PA per week is included in the job plan to support this continued professional development.

### **ii) APPRAISAL**

The post holder, in common with all posts in the Trust, will participate in the Trust's appraisal process.

### **iii) REVALIDATION**

The Trust has the required arrangements in place to ensure that all surgeons have an annual appraisal with a trained appraiser and supports surgeons going through the revalidation process.

### **iv) SAFE AND EFFECTIVE CARE FOR PATIENTS**

The Trust is committed to providing safe and effective care for patients. To ensure this there is an agreed procedure for Medical staff that enables them to report quickly and confidentially, concerns about the conduct, performance or health of medical colleagues (Chief Medical Officer 1996).

All Medical staff practising in the Trust should ensure that they are familiar with the procedure and should apply it.

### **v) RISK MANAGEMENT**

It is a standard element of the role and responsibility of all staff of the Trust that they fulfil a pro-active role towards the management of risk in all of their actions. This entails the risk assessment of all situations, the taking of appropriate actions and reporting of all incidents, near misses and hazards.

### **vi) TRUST POLICIES AND PROCEDURES**

All staff should ensure that personal action and conduct comply with Trust Policies and Procedures, e.g. Infection Control, Health and Safety, Fire Procedures, No Smoking Policy, Equal Opportunities, Confidentiality, etc.

#### **vi) ANNUAL JOB PLANNING**

Individual and departmental job planning is undertaken annually and additional PA allocated to consultants that undertake additional supporting professional activities to support the Directorate such as Clinical Effectiveness Lead, Rota Master etc. Annual review ensures equity across the job plans of the OMFS consultants and fair distribution.

#### **Vii) MENTORING**

The Trust has a strong ethos on personal development and offers mentoring opportunities. This can be supported amongst your peers or by senior clinical leaders across the Trust. The Trust also offers opportunities to develop leadership skills via the clinical leaders programme.

#### **RECORDS MANAGEMENT/DATA PROTECTION ACT**

As an employee of the Trust, you have a legal responsibility for all records, including patient health, financial, personal and administrative, that you gather or use as part of your work within the Trust. The records may be paper, electronic, microfiche, audio, video tapes, x-ray images etc. You must consult your Manager if you have any doubt as to the correct management of the records with which you work.

#### **HEALTH AND SAFETY REQUIREMENTS**

All employees of the Trust have a statutory duty of care for their own personal safety and that of others who may be affected by their acts or omissions. Employees are required to co-operate with Management to enable the Trust to meet its own legal duties and to report any circumstances that may compromise the health, safety and welfare of those affected by the Trust undertakings.

#### **CONFIDENTIALITY AND INFORMATION SECURITY**

As a Trust employee you are required to uphold the confidentiality of all records held by the Trust, whether patient records or Trust information. This duty lasts indefinitely and will continue if you are no longer employed by the Trust.

All the information which identified individuals in whatever form, paper, picture, electronic data, images or voice, is covered by the Data Protection Act 1988 and should be managed in accordance with this legislation.

#### **EQUAL OPPORTUNITIES**

The Trust provides a range of services and employment opportunities for a diverse population. As a Trust employee you are required to treat all patients, customers, visitors and work colleagues with dignity and respect irrespective of their background.

#### **Safeguarding**

All employees have a responsibility for safeguarding and promoting the welfare of children and vulnerable adults. Our induction programme covers essential requirements and further guidance can be sought from your Line Manager.

**The purpose of this document is to act as a guide to the duties which may be required. It is not an exhaustive list and other duties may be required in accordance with the grade of the post and the competence of the post holder. The Job Description, from time to time, may be subject to review and change following consultation with the post holder.**

Candidates wishing for further information about the post or who wish to visit the hospital, should contact in the first instance: please contact Mr Leo Vassiliou, Consultant OMFS H&N Surgeon at [Leandros.Vassiliou@elht.nhs.uk](mailto:Leandros.Vassiliou@elht.nhs.uk) and Mr Panos Kyzas at [Panayiotis.Kyzas@elht.nhs.uk](mailto:Panayiotis.Kyzas@elht.nhs.uk)

Other contact can be made with  
Mr Gary Cousin, Clinical Director for Head and Neck (Telephone 01254 734389).

## JOB PLAN - OMFS CONSULTANT WITH INTREST IN HNC

### Proposed Job Plan

East Lancashire Hospitals NHS Trust					Job Plan A				
Date:		Jan 2022							
Name:		OMFS HANC CONS Replacement							
	Start	Finish	Location	Work	Category				
					DC	SPA	Add	Ext	Total
Monday	08:00	20:00	RBH	Week 1 Theatre with pre and post op ward round	1.6				
	08:30	12:30	BGH	WEEK 2 OP Clinic (2ww)	0.5				
									<b>2.6</b>
Tuesday	08:30	09:30	RBH	Skin MDT (video conference facility)	0.25				
	09:30	11:30	RBH	Joint HNC MDT with LTH via video conferencing	0.5				
	11:30	13:30	RBH	Patient Administration	0.5				
	14:00	18:00	RBH	HNC Clinic & Admin	1				
									<b>2.25</b>
Wednesday	08:00	20:00	RBH	Theatre(joint operating) including pre and post op ward round	3.2				
									<b>3.2</b>
Thursday	08:00	14:00		SPA		1.5			<b>1.5</b>
Friday									
Saturday									0
									0
Sunday									
Additional agreed activity to be agreed flexibly									
Predictable emergency on-call work			Includes Sunday Trauma list			0.35			<b>0.35</b>
Unpredictable emergency on-call work						0.65			<b>0.65</b>
Total PA's					7.55	1.5	0	0	<b>10.05</b>
ROTA	1 in 8 General					Supplement		5%	

This Job Plan is subject to re-negotiation and review annually with the Clinical Director or deputy. Any changes would be agreed within the department as per Trust Job Planning Policy.

