

### **Consultant Gastroenterologist (Hepatology) – Job Description**

<b>Division:</b>	Medicine
<b>Job Title:</b>	Consultant Gastroenterologist (Hepatology)
<b>Grade:</b>	Consultant
<b>Location:</b>	UHNM
<b>Hours of Duty:</b>	10 PAs
<b>Managerially accountable to:</b>	Clinical Lead, Gastroenterology
<b>Professionally accountable to:</b>	Medical Director
<b>Key Relationships:</b>	Clinical Director Clinical Lead Directorate Manager Matron Endoscopy Department / Gastroenterology ward nursing staff

### **About our Trust**

University Hospitals of North Midlands NHS Trust is one of the largest and most modern in the country. We serve around three million people and we're highly regarded for our facilities, teaching and research. The Trust has around 1,450 inpatient beds across two sites in Stoke-on-Trent and Stafford. Our 11,000 strong workforce provide emergency treatment, planned operations and medical care from Royal Stoke University Hospital and County Hospital in Stafford.

We are the specialist centre for major trauma for the North Midlands and North Wales. Happy staff make for happy patients, and with the help of both we have put together a wide range of development and support packages aimed at ensuring that everyone. The Trust has the opportunity to fulfil their potential and meet their aspirations as well as the tools to provide great care.

Our mission to provide the very best health care includes recruiting the best people. Our goal is to be a world-class centre of achievement, where patients receive the highest standards of care and the best people come to learn, work and research. The Trust also has a vibrant charity arm, UHNM Charity, which provides funds to enable University Hospitals of North Midlands NHS Trust to purchase state-of-the-art medical equipment and to enhance and improve patient experience and comfort. Many of our staff are passionate about the service they provide and want to be part of something special. You can find out more about how our staff and patients are helping to improve the health, comfort and hospital experience of local people every day at [www.uhnmcharity.org.uk](http://www.uhnmcharity.org.uk).

### **Royal Stoke University Hospital**

Royal Stoke University Hospital was rebuilt in 2012 as part of a £400m initiative to bring all hospital services in Stoke-on-Trent onto one large campus site. Royal Stoke is a great place to work, learn and research. The hospital campus holds 80% of the Trust's services, including the Major Trauma Centre and Emergency Centre. Royal Stoke receives major trauma patients from as far afield as Anglesey in North Wales and in total serves more than three million people. The A&E sees close to 150,000 people a year, making it one of the busiest departments in the country. Many of UHNMs 450 consultants are based at Royal Stoke, and the main specialist services for the region are located here. These services include the major specialties of Cardiovascular, Neurosciences, Metabolic/GI, Women's & Children's, Musculo-Skeletal Services/Trauma and Oncology. To deliver all these services and the many others we provide the Trust has created major departments to deliver the patient care.

## **County Hospital**

County Hospital is the sister hospital to Royal Stoke University Hospital which has been extensively refurbished into a vibrant modern acute local hospital. The hospital provides a range of acute services across its 180 beds, including:

- Accident and Emergency and Acute Medicine
- Women's Health Centre
- Renal Dialysis
- Bariatric Surgery
- Endoscopy
- MRI diagnostics
- Outpatients

### **Role Summary**

To provide an exceptional level of care for our patients presenting with gastroenterological problems (predominantly liver related), in an outpatient, diagnostic and inpatient environment. The appointee will join 15 WTE Consultant Gastroenterologists of which 5 specialise in Hepatology

### **Key Areas/Tasks**

- Delivering a comprehensive in/outpatient service within Hepatology.
- Delivering speciality care and advice for the management of patients with acute and chronic liver disease in the inpatient and outpatient setting.
- Continuing clinical responsibility for the patients with liver disease in your charge allowing for all proper delegating to and training of your staff.
- Diagnosis and treatment of patients occupying accommodation, made available under section 58, 65 and 66 of the National Health Act 1977, in so far as such patients have not made private arrangements for such treatment under section 65(2) of the Act.
- Lead a team providing an agreed specialised hepatology service.
- To work with colleagues in other professions within the Gastroenterology / Hepatology field and to contribute a Consultant Medical role to inter-disciplinary work.
- Clinical supervision of junior medical staff involved in the management of patients with liver disease
- Specialty triage of patients with liver disease and safe discharge of patients when appropriate.

### **Resources**

The Medical Division encompasses a wide range of specialities including Respiratory (including a dedicated NIV unit) Infectious Diseases, Gastroenterology, Renal, Diabetes, Endocrinology, and Elderly Care. There are a total of 26 wards and the Division includes one of the busiest A&E and Acute Medicine Units in the Country.

The Gastroenterology Department at the University Hospitals of North Midlands NHS Trust cares for the Gastroenterology needs of Stafford and Stoke population. The Department is the regional centre for upper GI cancer, including HPB and colorectal cancer, as well as non-transplant hepatology.

The department is supported by the following doctors in training:

- ◆ 5 Specialist Registrars
- ◆ 1 Foundation Year 2
- ◆ 3 Foundation Year 1
- ◆ 2 Core Medical Trainees
- ◆ 1 GPVTS
- ◆ 3 GP Clinical Assistants who support the endoscopy unit

The department consists of a 36 bedded inpatient ward, which is situated in a brand new PFI build. The ward specialises in patients with hepatology and general gastroenterology, including IBD and acute GI haemorrhage. There are 2 JAG accredited Endoscopy departments across Royal Stoke and County sites comprising of 10 scoping rooms in total, offering a range of diagnostic and therapeutic endoscopy. Currently there is no requirement for applicants to undertake ERCP / EUS

There are 2 Hepatitis CNS and 1 Liver CNS supporting the Gastroenterology Department. They support the department in providing a hepatitis service with a weekly hepatitis MDT and Nurse Led treatment clinics, and also a Nurse Led paracentesis service

The department is closely allied to Keele University Medical School with a full programme of ward based teaching, seminars and lecture during the medical academic year.

#### **Participation in professional audit and continuing professional development**

- It is a requirement of the post that post-holders comply with Trust policies and procedures, have (and maintain) GMC registration / licensing and participate in a formal CPD programme (The Trust supports the requirements for Continuing Medical Education and is committed to providing time and financial support for these activities).

#### **Appraisal and Revalidation**

- The post-holders must also participate in job planning, regular medical audit and in annual appraisal with one of the trained appraisers within the Trust. Job planning will take place on an annual basis and it is the responsibility of the clinical director and directorate manager to ensure that job planning takes place.

#### **Clinical governance**

- To have responsibility for a commitment to maintaining a high quality service to patients by continual development of practice in the light of research evidence and by audit based against clinical relevant standards. In addition individual staff have a major role in suggesting and implementing improvement to services and in exercising professional responsibility for both themselves and their peers within an open 'no blame' culture.
- In conjunction with Consultant colleagues, to ensure that the requirements of clinical governance are met.

### **Managerial Duties**

- Work with colleagues to manage the daily business of the Directorate and to develop the service in accordance with the Trust's strategic direction. Taking part in meetings and other activities as agreed with the Clinical Directorate. Managerial duties may include managing resources, preparation of business plans, and negotiating contracts in liaison with the Directorate Manager and Clinical Lead.

### **Financial Management**

- You will operate value for money measures within the constraints of the departmental budget ensuring quality and patient care is not compromised.

### **Teaching Duties**

- To be actively involved, along with consultant colleagues, in the training of junior medical staff. To participate in the undergraduate medical students teaching programme.

### **General**

- To provide cover for Consultant colleagues in respect of periods of leave in accordance with Directorate arrangements and Trust policy.
- To ensure that there are adequate arrangements for hospital staff involved in the care of your patients to be able to contact you when necessary.
- To ensure that periods of leave do not coincide with those of your 'paired' Consultant.

### **Research, Education, Audit and Continuing Professional Development**

- In conjunction with Consultant colleagues, to make a full contribution to postgraduate and continuing medical education activity locally and nationally.
- To take responsibility for your own continuing professional education in accordance with guidelines set out by the appropriate college/faculty/professional body.
- To initiate and participate in research and audit programmes in accordance with Trust policies and procedures.
- To take responsibility for acquiring the skills necessary to deliver problem-based learning to undergraduate medical students.
- To deliver undergraduate teaching as required.
- To work in collaboration with colleagues in developing skills to provide new ways of working across different professions, organisations i.e. community/primary care.
- To participate in the annual appraisal process, and where necessary appraise others.
- It is anticipated that consultants will engage in and support research and enrolment of patients into clinical trials with professional development in these areas being reflected in job plans as appropriate.
- UHNM is proud to be an institution that delivers high quality education and supervision of medical undergraduate students and postgraduate trainees. It is expected that consultants and other permanent members of staff will contribute to education in the normal course of their duties. If this contribution exceeds the norm then it is anticipated this will be acknowledged by appropriate changes in job planning and honorary contract status with Keele.

### **Mentoring**

- The Trusts supports the Royal College of Physicians guidance on provision of mentors for new consultants, in line with GMC recommendations. This will be provided within the Trust.

### **Office, IT and secretarial support**

- Adequately equipped office facilities, excellent secretarial support and a range of IT facilities will be provided by the Directorate.

### **Management and Service Development**

- In conjunction with Directorate Manager and Consultant colleagues, to take a role in the daily business of the directorate and to develop the service in accordance with the Trust's strategic direction.
- In conjunction with Directorate Manager and Consultant colleagues, to take a role in developing the Hepatology service.
- Take part in meetings and other activities as agreed with the Clinical Lead
- In conjunction with Consultant colleagues, to take responsibility for the best use of directorate staffing and other resources to ensure the maximum efficiency of the directorate.

### **Junior Medical Staff**

- In conjunction with Consultant colleagues, to play a full part in the professional supervision and management of junior medical staff.
- In conjunction with Consultant colleagues, to take responsibility for and devote time to teaching, examination and accreditation duties as required for junior medical staff.
- Contribute to the formal teaching program of junior staff both within the specialty and the hospital as a whole.
- To participate in the Directorates commitment to the Under Graduate Medical School. This session could include firm based teaching, basic skills, examiner, PBL Tutor etc.
- Contribute to the teaching programmes of other health professionals in the hospital.

### **Personal/Professional Development**

- To take every reasonable opportunity to maintain and improve your professional knowledge and competence
- To participate in personal objective setting and review, including the creation of a personal development plan and the Trust's appraisal process.

### **Revalidation**

- The Trust has the required arrangements in place, as laid down by the Royal College of Physicians, to ensure that all doctors have an annual appraisal with a trained appraiser and supports doctors going through the revalidation process.

## **Review of the Job Plan**

This Job Plan is subject to review once a year by you and the Clinical Director / Clinical Lead, and ultimately, the Medical Director. For this purpose, both you and the Clinical Director should have a copy of the current job plan including an up to-date work programme, and relevant departmental statistical information (preferably over a 12 month period), together with note(s) - provided by either side - of any new or proposed service or other developments. Local procedures must be followed if it is not possible to agree a job plan, either immediately or at an annual review. These procedures may culminate in an appeal to the Trust Board.

## **Standards of Behaviour**

**We have four core values and promises we advocate as an organisation.**

### **To work together**

To work as a team helping achieve our goals and support others to make positive changes.  
To be appreciative acknowledge and thank people for their efforts and contributions.  
To be Inclusive open and honest, welcome people's views and opinions and involve people in decisions that affect them.

### **To have compassion**

To be supportive by being empathetic and reassuring and supporting people when they need it  
To be respectful and treat people fairly, with respect and dignity, protect their privacy and help them feel comfortable  
To be friendly by being welcoming and approachable. Making eye contact, saying hello and introducing yourself

### **To ensure safety**

We communicate well and explain clearly, share relevant and timely information and keep people updated  
We are organised and plan ahead, manage time and be prompt in what we do  
We speak up and contribute to ensuring healthy and constructive feedback for all so we can feel safe to challenge inappropriate care and behaviour and promote our values

### **To continuously improve**

By listening and welcoming people's views and ideas, invite people to ask questions and share their opinions and respond to what we hear  
By learning and sharing best practice, celebrating good performance and supporting others to use their skills, learn and grow  
By taking responsibility and a positive attitude, to act and encourage people to take the initiative and make improvements

## **Health and Safety**

- To take reasonable care for your own Health and Safety and that of any other person who may be affected by your acts or omissions at work
- To co-operate with University Hospitals of North Midlands (NHS) Trust in ensuring that statutory regulations, codes of practice, local policies and departmental health and safety rules are adhered to
- To comply and adhere to individual and role specific responsibilities as stated in the Trust Health and Safety Policy (HS01) and all other Health and Safety related policies.

### **Confidentiality**

- To ensure that confidentiality is maintained at all times and that data belonging to the Trust is protected and recorded accurately.

### **Equality and Diversity**

- To promote equality and diversity in your working life ensuring that all the staff you work with feel valued and treated in a fair and equitable manner

### **Infection Prevention**

Infection Prevention is the obligation of every employee both clinical and non-clinical at the University Hospitals of North Midlands NHS Trust. Driving down healthcare associated infection is everyone's responsibility and all staff are required to adhere to the Trust's Infection Prevention policy

All staff employed by the UHNM Trust have the following responsibilities:

- **Trust Dress Code**
  - Trust approved uniform/dress code must be adhered to
  - When in clinical areas **all** staff must be bare below the elbow, without wrist watches, stoned rings, wrist jewellery, false nails, nail polish or plaster casts
  - No personal bags to be worn during clinical duties
- **Hand Hygiene**
  - Decontaminate your hands as the per 'The five moments of hand hygiene'
- **Own Practice**
  - Lead by example
  - Encourage and praise good practice
  - Be prepared to accept advice about your own practice
- **Decontamination**
  - Ensure that equipment you have been using or about to use has been decontaminated effectively
  - Ensure that you are aware of the Trust approved cleaning products, and follow a safe system of works
- **Trust Policies**

Ensure that you know and strictly follow relevant Infection Prevention policies for your role and apply standard precautions at all times, which is available in the Infection Prevention Manual on the UHNM intranet



### ***Safeguarding Children, Young People and Adults with care and support needs***

All staff are responsible for ensuring that they are familiar with and adhere to the Trusts Safeguarding Children and Adults policies, procedures and guidelines. All health professionals who come into contact with children, parents, adults with care and support needs and carers in the course of their work have a responsibility to safeguard and promote their welfare as directed by the Children Acts 1989/2004 and the Care Act 2014. Health professionals also have a responsibility even when the health professional does not work directly with a child or adult with care and support needs but may be seeing their parent, carer or other significant adult.

All staff are required to attend safeguarding awareness training and undertake any additional training in relation to safeguarding relevant to their role

This job description is not intended to be an exhaustive list and may be subject to change from time to time. All documents referred to throughout this Job Description can be found on the Trust's intranet, or alternatively copies can be obtained from the Human Resources Directorate

### **Sustainability**

Sustainability and Corporate Social Responsibility are fundamental to the way the University Hospitals of North Midlands NHS Trust (UHNM) work. The Trust has developed a Sustainable Development Management Plan (SDMP): 'Our 2020

*Vision: Our Sustainable Future*' with a vision to become the most sustainable NHS Trust by 2020. In order to achieve this, we need the support of all staff. As a member of staff, it is your responsibility to minimise the Trust's environmental impact and to ensure that Trust resources are used efficiently with minimum wastage throughout daily activities. This will include minimising waste production through printing and photocopying less, reducing water waste and when waste is produced, it is your responsibility to segregate all clinical waste correctly and recycle. Switch off lights and equipment when not in use, report all faults and heating / cooling concerns promptly to the Estates Helpdesk and where possible minimise business travel. Where the role includes the ordering and use of supplies or equipment the post holder will consider the environmental impact of purchases.



*SWITCH to a Sustainable UHNM* is a campaign that focuses on the sustainability of the Trust and how we can use resources more effectively to provide better patient care, improve our health and work place. SWITCH is looking to recruit as many Champions as possible to help to bring the campaign to colleagues in their departments / wards and bring SWITCH to life. If you are interested in becoming a SWITCH Champion please contact [switch@uhns.nhs.uk](mailto:switch@uhns.nhs.uk)



## Medical Division Organisational Chart

### Medical Structure

Divisional Chair

Deputy Divisional Chair

Clinical Director

Clinical Lead

Consultant Gastroenterologist x 15

### Management Structure

Associate Director

Deputy Associate Director

Directorate Manager

### Nursing Structure

Associate Chief Nurse

Deputy Associate Chief Nurse

Matron

## Specialised Medicine (Gastroenterology, Infectious Diseases & Respiratory)

- **Clinical Director** – Dr Srisha Hebbar
- **Clinical Leads** – Dr Arun Kurup (Gastroenterology & Hepatology) & Dr Srisha Hebbar (Endoscopy)
- **Matron** – Mrs Tracy Proctor
- **Directorate Manager** – Ms Vicki Poole
- **Deputy Directorate Manager** – Mrs Lisa Adams
- **Senior Operational Services Manager** – Mrs Vicky Pearson-Bromley
- **Operational Services Managers** – Ms Jeanette Tomkinson/ Ms Beth Hendley
- **Directorate Secretary** – Mrs Vicky Edwards

## List of Consultants and speciality Interests

### **Gastroenterology**

- Dr Arun Kurup : Advanced colonic polypectomy/ Bowel cancer screening/Capsule endoscopy/Enteroscopy
- Dr Srisha Hebbar : Hepatobiliary Endoscopy/Bowel cancer screening
- Dr Adam Farmer : Functional Bowel disorder/Neurogastroenterology
- Dr Sarveson Rajkumar : Endoscopic management of benign and malignant upper GI pathology/ Bowel cancer screening
- Dr Sandip Sen : Inflammatory Bowel disease/Bowel cancer screening
- Dr Faraz Tahir : IBD/ IDA
- Dr Kar Lau : Hepatobiliary endoscopy/: Endoscopic management of benign and malignant upper GI pathology
- Dr Rob Glass : Hepatobiliary endoscopy
- Dr Maria Guerra Del Rio: Nutrition and IBD

### **Hepatology**

- Dr Rajeev Desai : Medical Education/Epidemiological research/Hemochromatosis/ Acute on chronic liver failure
- Dr Farhan Gohar : Liver cancer/Liver transplant
- Dr Sohail Ashraf : Viral Hepatitis/Fatty liver disease
- Dr Alison Brind : Viral Hepatitis/ Alcohol and related liver disease
- Dr Angie Rund: Hepatology

## Person Specification

CRITERIA FOR SELECTION	ESSENTIAL REQUIREMENTS	DESIRABLE ADDITIONAL REQUIREMENTS
<b>Qualifications:</b>	<p>Entry on Specialist Register in General Medicine and Gastroenterology (or entry expected within 6 months from the date of interview)</p> <p>MRCP or equivalent</p> <p>Full GMC Registration</p>	<p>A higher degree (e.g. MD or PhD)</p> <p>Experience and interest in specialised aspects of gastroenterology to complement colleagues</p> <p>Higher training in a dedicated Gastroenterology specialty training scheme.</p>
<b>Clinical Experience &amp; Training:</b>	<p>Clinical training and experience equivalent to that required for gaining entry on the General Medical Council (GMC) Specialist Register via one of the following:</p> <ol style="list-style-type: none"> <li>Certificate of Completion of Training (CCT) (the proposed CCT date must be within 6 months of the interview)</li> <li>Certificate of Eligibility for Specialist Registration (CESR)</li> <li>European Community Rights</li> </ol> <p>Ability to offer expert clinical opinion in a range of problems within specialty</p> <p>Skills and independent competence in diagnostic and therapeutic upper GI endoscopy</p> <p>Ability to take full and independent responsibility for the care of patients</p>	<p>Skills and independent competence in diagnostic and therapeutic colonoscopy</p>
<b>Professional and Multidisciplinary Team Working:</b>	<p>Experience in attending MDT providing expert opinions and suggestions to colleagues from other specialties</p> <p>Ability to work effectively with colleagues and within a team</p>	
<b>Academic Achievements, Research, Publications:</b>	<p>Interest in and willingness to develop teaching abilities and activities.</p> <p>Experience of conducting Clinical audit</p>	<p>Experience in teaching particularly of undergraduates</p> <p>Research/publications in general or specialist histopathology / cytopathology</p>
<b>Management and Administrative Experience:</b>	<p>Good leadership skills, communication and interpersonal skills.</p>	<p>Evidence of leadership</p>

		Evidence of implementing change within a department /service
<b>Personal Attributes:</b>	<p>Ability to work under pressure, and as part of a multidisciplinary team</p> <p>Ability to work flexibly</p>	Calm under pressure
<b>Personal Circumstances:</b>	<p>Ability and means to meet the travel requirements of the post</p> <p>Residence within 20 miles of base (return to base within 30 minutes if required)</p> <p>To be accessible by telephone for on call duties</p>	

### JOB PLAN (Off ward week, 5:6 weeks)

Day and Session		Activity	Category/Location	Number of Programmed Activities
Monday	AM 0900 - 1300	Admin	DCC UHNM	1
	PM 1300 - 1400	Lunch		
	PM 1400 - 1700	Endoscopy (10 points)	DCC UHNM	0.75
Tuesday	AM 0900 - 1300	Outpatient clinic (4 new, 6 follow-up)	DCC UHNM	1
	PM 1300 - 1400	Lunch		
	PM 1400 - 1700	Endoscopy (10 points)	DCC UHNM	0.75
Wednesday	AM 0900 - 1300	Outpatient clinic (4 new, 6 follow-up)	DCC UHNM	1
	PM 1300 - 1400	Lunch		
	PM 1400 - 1530	Virtual / Telephone clinic (4 patients)	DCC UHNM	0.375
	PM 1530 - 1700	Admin	DCC UHNM	0.375
Thursday	AM 0900 - 1200	Liver ward round / MDT	DCC UHNM	0.75
	PM 1200 - 1300	Lunch		
	PM 1300 - 1700	Clinical / educational supervision of 2 trainees Service development/audit (incl. lead for Alcohol service)	SPA UHNM	1
Friday	AM 0900 - 1300	Endoscopy (12 points)	DCC UHNM	1
	PM 1300 - 1330	Lunch		
	PM 1330 - 1730	CPD	SPA UHNM	1
Predictable Emergency Work		1:12 on-call for weekend ward cover (4 hour ward round Saturday & Sunday)	DCC Royal Stoke	1.101
Unpredictable Emergency Work		Unpredictable emergency on-call work for GI bleeds (4 hours weekday & 4 hours weekend)	DCC UHNM	3% allowance
			Total	10.101

In summary, this job plan consists of 8.101 DCC sessions and 2.0 SPA sessions

The out of hours endoscopy currently operates on a 1:13 Consultant rota and is split into Monday-Thursday, and Friday – Monday. The Endoscopy Nursing team also partake on an out of hours endoscopy rota to support the Consultants.

### JOB PLAN (Ward week, 1:6 weeks)

Ward round will be on Ward 230 (Gastroenterology), the 35 patient ward round will be split between the Gastroenterologist of the week (GOW) and Hepatologist of the week (HOW).

## **MAIN TERMS AND CONDITIONS OF SERVICE**

The successful appointee will be employed by the University Hospital of North Midlands NHS Trust, subject to national terms and conditions as per the Consultant Contract 2003 as amended from time to time. Any changes to national terms and conditions determined at a local level are subject to the Trust's collective bargaining arrangements which include the Trust's Local Negotiating Committee for medical staffing issues.

### **Tenure**

The appointment is a substantive, whole time position which, unless terminated, will be held until retirement. The notice period is three months on either side. The appointment is subject to the provisions of Schedule 14 of the Terms & Conditions.

### **Salary**

The salary scale is as per the Terms & Conditions of Service as set out in the Consultant Contract 2003. The current scale is £93,666 to £126,281 per annum. Any agreed extra programmed activities, and on-call requirement will be paid in addition to the basic salary.

Pay progression will be on the anniversary of appointment and is subject to satisfactory participation in annual appraisal, the completion of a job plan review and agreed personal objectives as set out in Schedule 15 of the Terms and Conditions.

Starting salary will be determined according to the terms and conditions as per the Consultant Contract 2003. Where a candidate has service in or outside the NHS which they feels should be taken into account in determining the starting salary, this will be considered following the offer of appointment by the AAC.

### **Annual Leave**

Your annual leave entitlement is as per Schedule 18 of the Terms and Conditions. At least six weeks' notice is required before taking annual leave. Additional to this there will be a consideration of time off in Lieu for any additional hours worked outside of job planned activity.

### **Superannuation**

This post is superannuable under the Health Service Superannuation Scheme.

### **Registration**

You will be required to have full and specialist registration with a licence to practise with the GMC and to provide a valid certificate annually.

### **Conditions of Employment**

The following conditions must be met before the Trust will confirm an offer of employment:

## **Verification of ID and Right to Work**

All employees must provide the Trust with the following documentation to prove their ID and eligibility to work in the UK:

- UK Passport
- UK Birth Certificate (if passport is unavailable)
- National Insurance evidence (P60 / recent payslip / P45)
- EEA (European Economic Area) Passport
- Residence permit issued by the Home Office or UKBA
- Driving Licence (ID card + counterpart)
- 2 addressed bills or statements (Bank / utility bill / phone bill)

Note: if you are a British citizen but do not hold a UK passport then we require a UK Birth Certificate combined with National Insurance evidence

## **Disclosure and Barring Check: Protection of Children & Vulnerable Adults**

In accordance with Safeguarding Vulnerable Groups Act 2006, the Trust is required to seek disclosure of criminal records when considering employing an individual who will be working with children or have regular contact with vulnerable adults. Disclosure will include checks on the information held in the Police National Computer, local Police records and, where appropriate, lists held by the Department of Health and the Department of Education and Employment. Disclosure need not necessarily be a bar to obtaining the position you have applied for.

The information you provide and the Disclosure documents returned by the Disclosure and Barring Service (DBS) will be available only to those who need them as part of the recruitment process. Disclosure documents will not be retained for longer than six months after the recruitment decision has been made.

## **References**

It is a condition of employment that references are provided which are acceptable to the Trust.

## **Health Screening**

It is a condition of employment that all successful candidates undertake pre-employment screening and are cleared before formal confirmation of the appointment is sent to candidates.

## **Professional Registration**

The successful candidate is required to be registered with the GMC with a licence to practise. Membership of the approved Medical Defence/Protection Society is not a mandatory requirement for the post but is strongly advisable.

### **Applications process**

Formal applications should be made through NHS Jobs.

If there are any problems / queries please contact the Medical Staffing Department on: 01782 459426 or email [consultantrecruitment@uhnms.nhs.uk](mailto:consultantrecruitment@uhnms.nhs.uk)

### **Further information and visiting the Trust**

The division welcomes applicants who wish to seek further information or visit. Please contact the following to arrange a visit or for an informal discussion:

Dr Arun Kurup – Clinical Lead, Gastroenterology on 01782 674639

Dr Srisha Hebbar – Clinical Director/ Clinical Lead, Endoscopy on 01782 674637