

## SECTION 5: PERSON SPECIFICATION

### Appointment of: Consultant in CF/Bronchiectasis – RRCV CMG

CRITERIA	ESSENTIAL REQUIREMENTS	DESIRABLE REQUIREMENTS
<b>Commitment to Trust Values &amp; Behaviours</b>		
	Must be able to demonstrate behaviours consistent with the Trust's Values and Behaviours.	
<b>Qualifications / Training</b>		
	MB BS or Equivalent. Full GMC Registration. Fully Accredited for Higher Specialist. Training or will be eligible for inclusion on the Specialist Register within 6 months of the interview date. MRCP or Equivalent Current BLS Certification	Membership of relevant Specialist Societies e.g. British and European Thoracic Societies. Higher Degree or additional qualification.
<b>Experience / Clinical Skills</b>		
	Expertise in all aspects of Acute and Emergency Respiratory Care Management. Excellent clinical skills and experience requisite to meeting all aspects of the Job Plan. Ability to apply sound clinical judgment to problems. Demonstrates clear, logical thinking / analytical approach.	Evidence of clinical commitment to, and sub- specialty training in CF and Bronchiectasis.
<b>Management</b>		
	Ability to work effectively as part of a multidisciplinary team and supervise others. Experience of leading teams and awareness of leadership styles. Ability to effectively organise, prioritise and manage clinical workload. Understanding of wider health agenda and modern NHS. Ability to work to overcome barriers to change (negotiating, influencing and persuasion skills). Knowledge and understanding of clinical governance issues.	Evidence of management and administration experience. Management training on an accredited course. Experience of Service Development and Quality Improvement.

<b>Communication</b>		
	<p>Demonstrable skills in written and spoken English that allow adequate and effective communication with patients and colleagues.</p> <p>To be empathic and sensitive; capacity to take other perspectives and treat others with understanding.</p> <p>Highly Developed Emotional Intelligence</p>	<p>High standard of presentation both written and verbal</p> <p>Demonstrable track record of successful change management</p> <p>Proven ability to maintain focus in a demanding environment</p>
<b>Motivation</b>		
	<p>Personal integrity and reliability.</p> <p>Ability to motivate and develop both medical Staff and non-medical staff.</p>	<p>Commitment to further develop the post and the service provided.</p>
<b>Audit/ Quality Improvement</b>		
	<p>Effective participation in and a commitment to clinical audit.</p> <p>Participation in a quality improvement programme</p> <p>Experience of quality improvement work and audit</p>	<p>Undergone training in teaching and willingness to organise relevant audit activities including quality improvement evidence</p> <p>Completion of formal courses in Audit and quality improvement.</p> <p>Published Audit including quality improvement.</p>
<b>Research</b>		
	<p>Understanding and interest in research.</p> <p>Ability to appraise research critically</p> <p>Clear understanding of the interplay between clinical NHS service and research delivery.</p>	<p>Evidence of meaningful participation in research e.g. PhD, MD, PI/Co-I on non-clinical studies, PI or heavily involved Sub-I in clinical studies</p> <p>Publications in nationally and internationally recognised peer-reviewed journals.</p>
<b>Teaching</b>		
	<p>Experience of and a commitment to training/ teaching undergraduate and postgraduates.</p> <p>Appraisal and assessment skills.</p> <p>Ability to assess clinical competencies</p> <p>Enthusiastic and ability to inspire and lead others.</p>	<p>Willingness to develop new approaches to teaching.</p> <p>Post Graduate qualification in teaching and training.</p>

Equality & Diversity		
	Able to demonstrate a commitment and understanding of the importance of treating all individuals with dignity and respect appropriate to their individual needs.	

## SECTION 6: PRE-EMPLOYMENT CHECKS

### **Professional Registration**

All persons appointed to the post are required to hold registration with their appropriate professional Regulatory Body and to comply with their professional code of conduct. Evidence of on-going registration will be required.

### **Health Clearance**

1) It is recommended that all *new healthcare workers* have checks for tuberculosis (TB) disease/immunity and are offered hepatitis B immunisation (with post-immunisation testing of response) and blood tests for evidence of infection with hepatitis C and HIV [1]. Being free of infectious tuberculosis is mandatory. Checks for immunity to measles, mumps, rubella and varicella (chicken pox) will also be made and vaccination offered if immunity is not detected.

These *standard health clearance* checks will be completed on appointment.

Managers should inform new workers that they must contact the OH department so the necessary arrangements can be made. Even if the new worker has had similar checks recently elsewhere, or has worked in UHL before, they will still need to attend for a review, unless these were undertaken at UHL as part of a current rotational medical appointment.

2) For healthcare workers who will perform exposure-prone procedures (EPPs), work in a renal unit\*, or likely to practice in an exposure prone environment, *additional health clearance* must be undertaken. Additional health clearance includes testing or demonstration of satisfactory test results for:

- ▮ HIV
- ▮ Hepatitis B
- ▮ Hepatitis C

The exact standards that must be met are described in detail in the Public Health England document: *Integrated guidance on health clearance of healthcare workers and the management of healthcare workers infected with blood borne viruses (hepatitis B, hepatitis C and HIV) October 2017, or revisions thereof.*

*\*Workers in renal units only need to demonstrate satisfactory results for Hepatitis B.*

These additional checks should be completed before confirmation of an appointment to an applicable post, as the healthcare worker will be ineligible if they do not meet the required criteria. Those who refuse to have the required tests will not be given clearance to start work.

All tests will be arranged in confidence through the Occupational Health department.  
All costs for testing will be borne by the employing organisation.

[1] Health clearance for tuberculosis, hepatitis B, hepatitis C and HIV: New healthcare workers. DoH 2007.

### **Disclosure and Barring Service**

This post requires an enhanced disclosure by the Disclosure and Barring Service (DBS) as it is regulated by statute. Failure to disclose details if you are currently / or in the future the subject of police investigation / proceedings which could result in a conviction, caution, bind over order or charges is a disciplinary matter, and may result in dismissal.

**To expedite the process the Trust will meet the initial costs of the disclosure which will be deducted from the individuals' salary over a three month period commencing on their first months payment.**

### **Statement On The Recruitment Of Ex-Offenders**

As an organisation using the Disclosure and Barring Service (DBS) to assess applicants' suitability for positions of trust, the University Hospitals of Leicester NHS Trust complies fully with the DBS Code of Practice and undertakes to treat all applicants for positions fairly. It undertakes not to discriminate unfairly against any subject of a Disclosure on the basis of conviction or other information revealed.

The University Hospitals of Leicester NHS Trust is committed to the fair treatment of its staff, potential staff or users of its services, regardless of race, gender, religion, sexual orientation, responsibilities for dependants, age, physical/mental disability or offending background.

We actively promote equality of opportunity for all with the right mix of talent, skills and potential and welcome applications from a wide range of candidates, including those with criminal records. We select all candidates for interview and appointment based on their skills, qualifications and experience.

A Disclosure is only requested after a thorough risk assessment has indicated that one is both proportionate and relevant to the position concerned. For those positions where a Disclosure is required, job adverts and job descriptions will contain a statement that a Disclosure will be requested in the event of the individual being offered the position.

Where a Disclosure is to form part of the recruitment process, we encourage all applicants called for interview to provide details of their criminal record at an early stage in the application process. At interview, or in a separate discussion, we ensure that an open and measured discussion takes place on the subject of any offences or other matter that might be relevant to the position. At conditional offer stage, we ask applicants to complete a declaration form. This is only seen by those who need to see it as part of the recruitment process.

Unless the nature of the position allows the University Hospitals of Leicester NHS Trust to ask questions about your entire criminal record we only ask about "unspent" convictions as defined in the Rehabilitation of Offenders Act 1974. Failure to reveal information that is directly relevant to the position sought could lead to withdrawal of an offer of employment. We will discuss any matter revealed in a Disclosure with the person seeking the position should a situation arise where we are required to

withdrawal conditional offer of employment. We have a specialist team who is available on hand to provide support and guidance on these matters.

There is a DBS Code of Practice details of which are available at:

<https://www.gov.uk/government/publications/dbs-code-of-practice>

Having a criminal record will not necessarily bar you from working with us. This will depend on the nature of the position and the circumstances and background of your offences.