

Consultant Haematologist (QEH / plus session at CUH)

Job Description &
Person Specification



Our vision is to be the best rural District General Hospital
for patient and staff experience

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Job Description

Job title:	Consultant Haematologist
Grade:	Consultant
Department:	Medicine
Responsible to:	Clinical Director
Professionally accountable to:	Medical Director
Hours:	10 PAs (2 PAs are based within haematology specialist clinic at CUH)

About Team QEH

With over 4,000 staff (known as TeamQEH), the Queen Elizabeth Hospital Kings Lynn is one of the biggest employers in West Norfolk, supporting the health and wellbeing of the local community. QEH has 518 beds, 18 wards, a budget of circa £220m and provides a comprehensive range of specialist, acute, obstetrics and community-based services to those who live in the three counties of Norfolk, Cambridgeshire and Lincolnshire.

The Trust is passionate about our journey of improvement, to deliver services that our local communities can be proud of for the high standards of care we consistently deliver to our patients and their families. Team QEH are one of the most research-active organisations for our size in the UK, recruiting 2,188 patients in 20/21 and ranked 10/16 in the Eastern Region. We have a wide-ranging and diverse portfolio of clinical studies and are recognised as one of the fastest trusts in the country from set up to recruitment.

QEH Is the proud winner of the Patient Safety Innovation of the Year Award at the HSI Awards 2021 for the pioneering anaesthesia SAFIRA® (SAFer Injection for Regional Anaesthesia) developed by clinicians at the Trust in partnership with Medovate Ltd.

QEH is a key member of the Norfolk and Waveney Integrated Care System (N&W ICS) and works as part of an acute provider collaborative with the Norfolk and Norwich University Hospital (NNUH) and the James Paget University Hospital (JPUH). This

appointment is to the trust; however, system working is encouraged, and the successful applicant may have opportunities to work at the NNUH on an honorary contract basis.

TeamQEH is proud to be an inclusive employer, with many active staff networks and initiatives to support our staff. Our vision is to be the best rural District General Hospital for patient and staff experience.

We are exceptionally proud to have recently moved out of special measures and see this as a testament to the determination of our trust wide teams to put our patients first and recognise the hard work and dedication of all our staff.

Local Area

Packed trains or country lanes? Motorway views or river cruise? Cycle lanes or beach terrain? Come and join us at The Queen Elizabeth Hospital, King's Lynn.

King's Lynn is a rural market town within West Norfolk, with a population of over 60,000 in the main town and 300,000 in the surrounding areas district. It cares for patients in Norfolk & Waveney and the adjoining parts of Cambridgeshire and Lincolnshire.

King's Lynn has excellent railway links to Cambridge and London and is in easy reach to Norwich and Peterborough. It is surrounded by stunning local environments consisting of; countryside, beaches and historic towns.

The town has a thriving heritage and culture scene, including an internationally known summer arts festival and a college of Arts and Technology with a wide and varied curriculum. It has a range of good schools and hosts a University of West Anglia campus.

The majority of the hospital's residential accommodation is on site and there is a regular bus services between the hospital, town centre and the railway station.

Job Summary

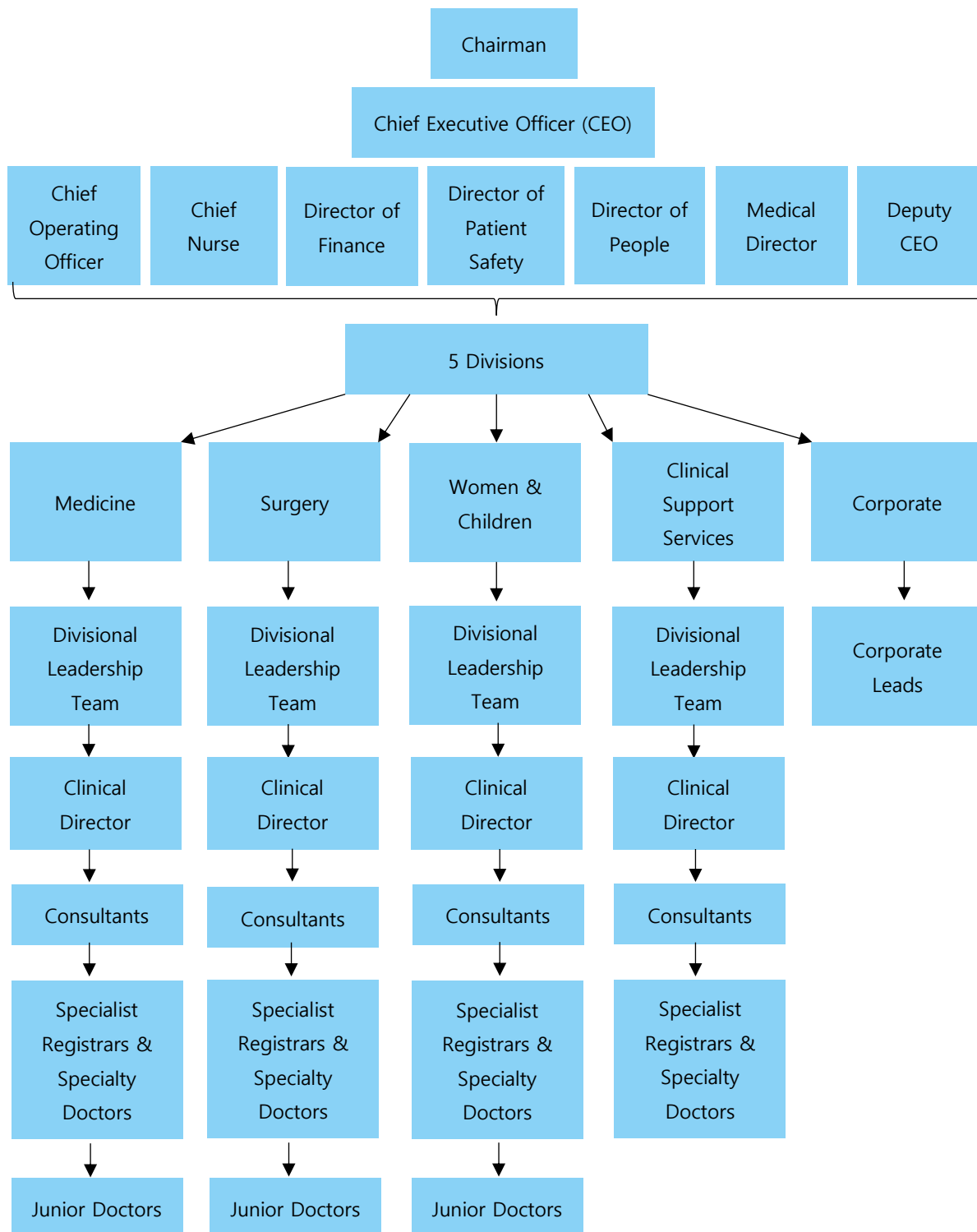
To provide a comprehensive Haematology Service in West Norfolk and Wisbech for the Trust. This is a replacement Consultant Haematology Post and it is expected that the new consultant will carry the department into the future. The appointee will join the current Consultant Haematologists Dr Lisa Cooke (3 days), and Dr Martin Lewis (4 days), to provide a comprehensive laboratory and clinical haematology service. The new Consultant will work at the Queen Elizabeth Hospital, King's Lynn. The successful candidate will be encouraged to develop a chosen specialist interest within haematology

by spending a day a week at Cambridge University Hospitals NHS Foundation Trust and thus make an individual contribution to haematology services at King's Lynn.

The appointed consultant would be expected to contribute to the on-going service improvement programme developing:

- Getting It Right First Time (GIRFT)
- Skill development, as and when this is required
- Cost Improvement programme (CIP)
- Implementing evidence based new ways of working when necessary

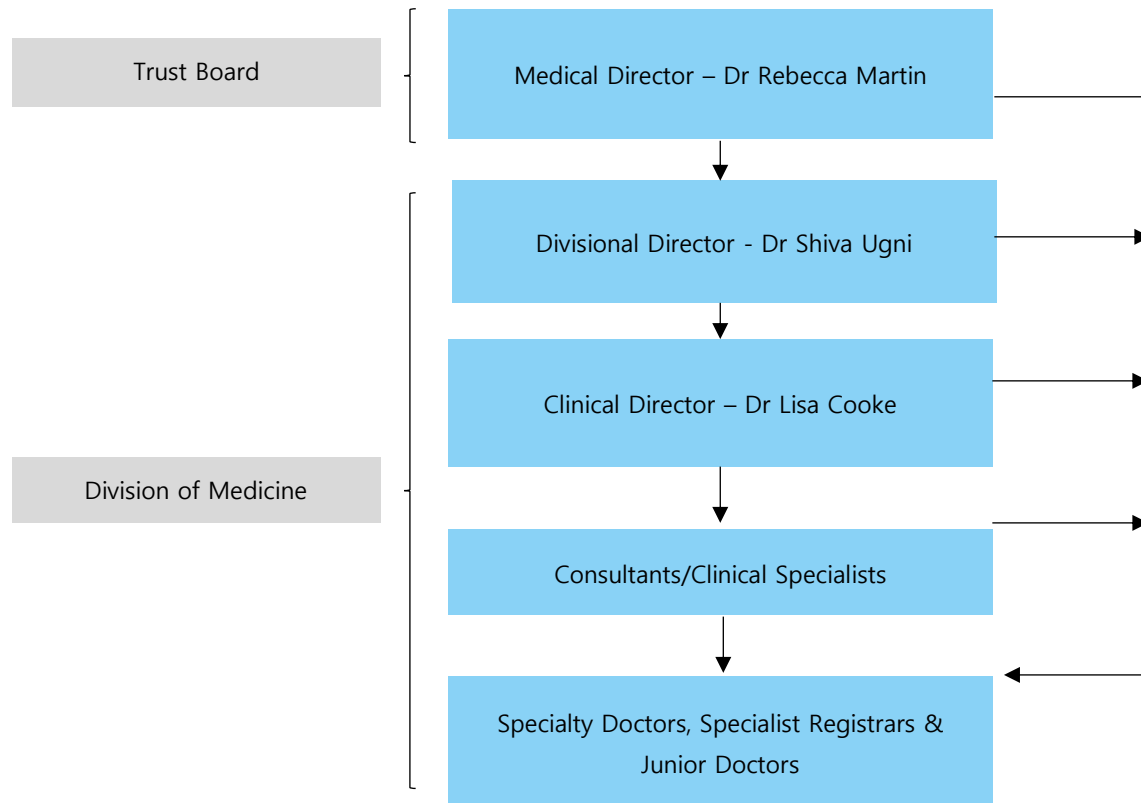
Organisation Structure



Departmental Information

The Team

Divisional & Specialty Structure



Consultants

Dr Lisa Cooke

Clinical Lead & Consultant Haematologist.

Lead for EPA QEH laboratory and Transfusion

Lead for haemato-oncology

Dr Martin Lewis

Consultant Haematologist

Lead for anticoagulation and bleeding disorders

Ruth Overton

Consultant Haematology Nurse

Clinical Nurse Specialists

Sister Jayne Miller

Sister Natalie Cusdin

Specialty Registrars

Specialty Registrar from the Eastern Region Speciality Training Program

Junior Doctors

1 x FY1

The Department

The appointee will join an enthusiastic and friendly department which is an integral part of the Division of Medicine at the QEH.

Haematology laboratory services at King's Lynn are part of the Eastern Pathology Alliance (EPA) group consisting of the QEH, the Norfolk and Norwich Hospital and The James Paget Hospital. EPA is a UKAS accredited service. In the QEH we have an integrated Haemochemistry Department, which is located on the ground floor of the Pathology Laboratory. Haemochemistry integration with multi-skilling of BMS staff allows for improved efficiency and shared working. Histopathology services are located at Addenbrookes Hospital along with the haemato-oncology diagnostic service. The QEH is part of the clinical haemato-oncology MDT in Addenbrookes Hospital.

Main Duties & Responsibilities

Clinical

- To provide a continuing responsibility for patients in their charge and in partnership with colleagues working for the proper function of the department.
- Each Consultant will be responsible for seeing patients attending their new and follow up outpatient clinics and for managing their inpatients, outpatients and chemotherapy/day unit attenders
- When on call, to offer advice and clinical help requested by health care professionals in the hospital or the community, and this will include opinions on laboratory results, blood product administration, blood films, bone marrows and the management of bleeding and clotting disorders.
- To also offer clinical advice over the telephone to first line doctors working in the Hospital. Much of the haematology clinical work is covered by regularly updated protocols. The post holder may be required to undertake other duties appropriate for a consultant haematologist not otherwise specified.

- Conduct a weekly clinic in the Macmillan Unit supported by specialist CNS, In this clinic patients receiving intensive/intravenous chemotherapy and new patients are seen.
- Undertake a weekly telephone follow up clinic with up to 25 patients per clinic.
- Undertake a monthly joint telephone follow up clinic.
- Undertake a monthly myeloproliferative telephone clinic.
- Spend 1 day a week in a haematology sub speciality clinic at Cambridge University Hospitals NHS Foundation Trust
- Undertake the weekly coagulation clinic on a rota basis. A daily anticoagulant clinic is run by the Anticoagulation specialist nurse who is assisted by a team of nursing, laboratory and clerical staff.
- Carry out daily ward rounds during working hours and the on-call Consultant does a ward round on Saturday and Sunday mornings. The appointee would have admitting rights to the 12 in-patient beds on the Macmillan Unit of Shouldham Ward, which are shared with Oncology and Palliative Care. Shouldham Ward is a level 2b Care facility as defined by the British Committee for Standards in Haematology, clinical Haematology Task Force; Guidelines on provision of facilities for the care of adult patients with haematological malignancies, levels of care (BCSH 2009) These beds are allocated on the basis of need. The appointee would also have the right to admit patients via the Medical Assessment Unit to beds on the general medicine wards and to seek the advice and support of colleagues in other specialities to meet the patient's medical needs. The Consultant Haematologists attend a weekly local multi-disciplinary team ward round at Kings Lynn and twice weekly video-conferenced specialised MDTs for leukaemia, myeloma, myeloproliferative and lymphoma.

Cambridge University Hospitals NHS Foundation Trust

The Department of Haematology at Addenbrooke's Hospital, part of Cambridge University Hospitals NHS Foundation Trust (CUH), offers the full range of clinical (levels 1-4) and laboratory Haematology. It acts as a Tertiary Referral Centre for complex cases and provides routine service for local patients. In 2019 the Department was selected by NHS England for commissioning as an NHS provider of CAR T cell therapy, the CAR-T programme commenced in October 2020.

Within this job there is the opportunity to develop a sub-speciality interest with attendance at a weekly haemato-oncology clinic and MDT at Addenbrookes. Dependent upon the applicants' interests possibilities include

- Myeloma
- Acute myeloid leukaemia/Acute lymphoblastic leukaemia
- Myeloproliferative neoplasms
- Aplastic anaemia/myelodysplasia
- Lymphoma and chronic lymphocytic leukaemia
- Patients post allogeneic stem cell transplant

Applicants with appropriate experience may also help share responsibilities for chairing the respective sub-speciality multidisciplinary meeting.

Organisational

- Laboratory management, blood transfusion, anticoagulant services, haemato-oncology and general clinical haematology services, clinical quality, audit, teaching and financial management will be shared between the Consultants.
- Teaching and training of junior staff, medical students and other healthcare professionals
- To act as clinical/educational supervisor to locally employed doctors and doctors in training programmes of a variety of grades and experience as appropriate.
- To actively participate in both departmental and Trust matters concerning Clinical Governance and audit.
- To provide leadership and support for the effective development of the service.
- To have responsibility for ensuring active participation in Continuing Professional Development (CPD).
- To further develop clinical protocols, guidelines, and concise care bundles.
- To carry out responsibilities with due regard to the Trust's Equal Opportunities Policy.
- To be aware of the responsibility of all employees to maintain a safe and healthy environment for patients, visitors and staff and attend all relevant health and safety training.
- To ensure that all duties are carried out to the highest possible standard.
- To carry out annual performance reviews with each member of their staff.
- To agree annual personal development plans with their staff and support them with any training or development requirements to fulfil their role.

- To attend all relevant management training in health and safety, risk assessment etc.
- To participate in personal objective setting and review, including the creation of a personal development plan and the Trust's appraisal process

Additional Duties

This job description is not intended to be exhaustive but provide an indication of the range and complexity of the work to be undertaken.

Job Plan

A formal job plan will be agreed between the successful candidate and their Clinical Director and consultant colleagues, on behalf of the Medical Director and will be based on a 40 hour working week. The job plan will be reviewed annually and is a prospective agreement that sets out the consultant's duties, responsibilities, and objectives for the coming year. It covers all aspects of a consultant's professional practice including clinical work, teaching, research, education and managerial responsibilities. It will provide a clear schedule of commitments, both internal and external and will include personal objectives, detailing links to wider service improvements and trust strategic priorities.

The Haematology Service provides an on call service, currently 1:4 weekdays and 1:4 weekends.

For a full-time contract, the job plan will be divided on average per week (pro-rata for a part time post) as:

- 8.5 Programmed Activities (PAs) of Direct Clinical Care - includes clinical activity, clinically related activity and predictable and unpredictable emergency work.
- 1.5 Supporting Professional Activities (SPAs) - includes CPD, audit, teaching and research.

The allocation of PAs is reviewed and may be subject to adjustment when a further diary exercise is undertaken or if the service demands a review of the job plan.

Any applicant 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 other consultant colleagues.

Timetable

The following provides scheduling details of the clinical activity and clinically related

activity components of the job plan which occur at regular times in the week. Agreement should be reached between the appointee and their Clinical Director with the scheduling of all other activities, including the SPAs. Mentoring can be provided through consultant colleagues at the trust.

Plus 1 agreed day at CUH and a remote working day to meet the needs of the service	Timetable	
	AM	PM
Monday	Clinical Handover Myeloma MDT Macmillan clinic	Macmillan clinic
Tuesday	Clinical Handover Myeloproliferative MDT Ward cover Admin	Ward cover Admin
Wednesday	Local MDT ward round Lymphoma MDT	Telephone follow up clinic
Thursday	Monthly telephone follow up clinic or myeloproliferative clinic or coagulation clinic	Admin
Friday	Ward cover Admin	Ward cover Admin

This timetable is indicative only and the formal job plan will be agreed between the successful applicant and their clinical director within 3 months of starting in post.

Your Responsibilities to the Trust, our Patients and Staff

Governance and Statutory Requirements

The post holder is expected to comply with the governance arrangements and policies and procedures of the organisation, available on the Trust intranet site.

Equal Opportunities and Diversity

The Trust has an absolute commitment to equal opportunities based on sound

management practice, respect for the individual and legislative compliance. The post-holder must at all times carry out his/her responsibilities with regard to the Trust's Equal Opportunities Policy.

Health and Safety & Risk Management

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

Employees must wear personal protective equipment where provided.

All employees are expected to comply fully with the Trust and Departmental fire policies and procedures to meet their responsibilities in relation to fire safety. All staff are also expected to maintain safe infection control practices at all times.

All employees are responsible for reporting any accidents, untoward occurrences and potential hazards to their Head of Department even when no injury or property damage has resulted.

Infection Control

All staff have a responsibility to contribute to the reduction of healthcare acquired infection by the adherence to best practice.

Staff are expected to comply with hand hygiene and dress code guidelines and ensure all equipment used for patient care is clean and fit for purpose.

Staff are requested to report any environmental concerns regarding breach of infection prevention guidelines to their line manager.

Information Governance

Confidentiality is both a moral and contractual obligation and applies both inside and outside of work. Any matters of a confidential nature, and in particular any information relating to patients, individual staff records and details of contract prices and terms must, under no circumstances, be divulged or passed to any unauthorised persons at any time during your employment or afterwards.

All notes, emails, records and other documents, regardless of medium, are and shall remain the property of the Trust and shall be handed over by you to the Trust from time to time on demand and, in any event, upon termination of your employment. All assets issued to you (such as identity card, car parking pass, equipment, office keys etc) must be surrendered to the Trust upon termination of your employment and, where applicable, on change of employment within the Trust.

As a user of information you must be aware of your responsibilities, both legal and other, and comply with all policies and procedures issued by the Trust and associated NHS Codes of Conduct and work within the principles outlined in the information governance framework. This includes information security (including encryption and, where applicable, home working and remote access), records management and information quality responsibilities.

Under the common law duty of confidentiality, you may be personally liable in a court of law for unauthorised disclosure of personal data. In addition, the wilful or negligent disclosure of confidential information or disregard for the Trust's information governance framework would be a breach of the disciplinary rules and could result in summary dismissal. Should you breach this clause after your employment has ended, the Trust may take legal action against you.

Safeguarding Children/ Vulnerable Adults

All Staff within the Trust share a commitment to safeguard and promote a Child's or Vulnerable Adult's wellbeing. As an organisation we need to ensure that all staff who come into contact with Children/Vulnerable Adults in their daily activities or provide services to adults with Children or Vulnerable Adults receives mandatory safeguarding training which is appropriate to their role. In addition to this you will be expected to work in accordance with the policies and procedures relating to Safeguarding Children/Vulnerable Adults that have been agreed by the Trust.

Values & Behaviours

Our Values are Kindness, Wellness and Fairness

KINDNESS

Together as colleagues, we...

- treat people with kindness
- are friendly, approachable and welcoming
- work together to achieve goals and provide high quality services
- take responsibility for our actions and decisions
- communicate openly, share information regularly and take time to build trusting relationships
- are attentive to each other's needs and offer help willingly
- do what we say we will

As an organisation, we...

- work as one team - where all colleagues have a voice and are respected and supported to provide high quality services
- will listen to and respond to your opinions and ideas
- will make sure we have visible, approachable and supportive leaders at all levels
- have an 'open door' policy among the senior leadership team - with opportunities to ask questions, raise any concerns or seek clarity
- recognise the vital importance of kindness in our work, and will address any incidents of incivility, rudeness or bullying



WELLNESS

Together as colleagues, we...

- look after our own wellbeing, and know this plays a vital role in the wellbeing of others
- bring an optimistic, 'can do' attitude to work: welcome change, value others, say 'hello, my name is...', thank others, smile
- keep our mandatory training up-to-date, and make sure we always carry out appraisals
- take time to listen and understand any concerns - from patients or each other - including those around privacy, dignity and confidentiality, and make sure we are always striving to improve our services
- take responsibility for our attitudes and remain calm, polite, patient and reassuring

As an organisation, we...

- will create a positive working environment
- support colleagues to speak up, and act on feedback quickly
- care about your safety, your health and your wellbeing
- are fair in how we recruit, develop and provide opportunities
- will communicate openly and honestly
- celebrate diversity and each other's success



FAIRNESS

Together as colleagues, we...

- treat people equally, embrace diversity and value our differences
- are respectful towards each other, accept people for who they are and value each other's views
- are honest and speak up if we think something is not right
- ask what our patients think of our services, and act on what they tell us
- work across different teams to make sure patients get the best possible care, regardless of which services they need
- seek opportunities to improve our services every day and be open to receiving feedback as a chance to learn

As an organisation, we...

- will support all our teams to make sure we are offering equitable care across all sections of our community
- embrace innovation and ideas that support continuous improvement
- will support you to make changes that will benefit our patients and colleagues
- will give you the resources and training you need to do your job
- provide as many benefits to colleagues as we can
- provide equal and fair opportunities for career development
- make sure all colleagues have clear roles, responsibilities and can see how their objectives support QE to deliver the best possible care



All staff must be able to evidence that they possess and exhibit the behaviours which underpin the core values of the Trust.

About us

2021/22 in numbers

1,867
people recruited
into trials

19,839
day cases

61,276
Emergency Department
attendances

£269M
total income

3,420
members of staff
(whole-time equivalents)

1,955
babies born

12,780
hours given by
volunteers

£3.3M
net charity assets

£4.4M
in savings delivered against
our cost improvement
programme

 6.9M impressions on Twitter
(@TeamQEH)

 745 new page likes on Facebook
(@TeamQEH)

964

nurses, midwives and
health visiting staff
(whole-time equivalents)



We **improved** in **every area** with the
biggest improvements in **safety**
culture, safe environment and
health and wellbeing.



THANK YOU NHS

KEEP SAFE

Our Staff Engagement

Staff Surveys

We are proud of our staff engagement scores from our national staff survey, showing Improvements in every area and from our recent medical engagement survey, in which the results are among the best in the East of England.

The Trust is on a continuous improvement journey and our staff engagement and culture programmes, which focus on kindness, wellness and fairness, are helping us to bring our values to life across our hospital so that we more consistently deliver compassionate care to our patients and their families.

In addition to the annual National Staff Survey and Medical Engagement Survey, we undertake quarterly pulse surveys and open forums to listen, and act, on the views of our staff. We constantly review the results from these to inform and direct our work plan, to ensure continuous improvement in the working environment for our colleagues.

We have staff support networks open to all staff and volunteers, including an LGBTQ+, BAME and Armed Forces Networks. These Networks raise awareness to the organisation and provide ways to help us all understand and respond to differing needs, to build a truly inclusive culture. We also support UK-wide campaigns such as PRIDE, and Black History Month.

We host instant recognition and annual awards for our staff to celebrate success, to show that we appreciate their hard work and commitment to delivering excellent patient care, demonstrate our Trust values and drive a positive culture. We believe this helps us to boost staff morale, general well-being as well as promoting pride in Team QEH.

Staff Briefings

Our Chief Executive hosts monthly face-to-face all staff briefings via Microsoft Teams and additional briefings are undertaken as required e.g. CQC briefings and development updates.

A weekly round-up of Trust Information is circulated by our communications department, we have an active Team QEH staff Facebook page and the Trust has recently launched an app to ensure staff can keep up to date with TeamQEH news.

Staff Governor

All staff can also put themselves forward for election as a Staff Governor of our Foundation Trust.

Staff Awards

Staff nominate colleagues in our monthly staff programme 'Living our Values'. We also host annual staff awards ceremony, with nominations from staff and our patients.

Find Out More About Us

Find out more on our website <http://www.qehkl.nhs.uk/>

Twitter: @TeamQEH

Facebook: The Queen Elizabeth Hospital King's Lynn NHS Foundation Trust

LinkedIn: The Queen Elizabeth Hospital King's Lynn NHS Foundation Trust

THIS JOB DESCRIPTION IS SUBJECT TO REVIEW IN CONSULTATION WITH THE POST
HOLDER.

THIS JOB DESCRIPTION WILL BE REVIEWED ANNUALLY

PERSON SPECIFICATION			
Criteria	Key To Role	Required but not key	To be evidenced on application and/or at interview
Qualifications			
MBBS or equivalent medical qualification.	✓		<ul style="list-style-type: none"> • Application • Interview
MRCP Part 1 and Part 2	✓		<ul style="list-style-type: none"> • Application • Interview
Other professional qualification or higher degree e.g. in medical education, clinical research or management.	✓		
Entry Criteria			
Full Registration and a licence to practise with the General Medical Council.	✓		<ul style="list-style-type: none"> • Application • GMC Check
Entry on GMC Specialist Register; eligible for entry on Register or within six months of receipt of Certificate of Completion of Training (CCT) or Certificate of Eligibility for Specialist Registration (CESR) at time of interview	✓		<ul style="list-style-type: none"> • Application • GMC Check
Clinical training and experience equivalent to that required for gaining UK CCT in General Internal Medicine or Haematology	✓		<ul style="list-style-type: none"> • Application • GMC Check
Meets the criteria set out in the Specialist generic capabilities framework –detailed below.	✓		<ul style="list-style-type: none"> • Application • Interview
Generic Capabilities Framework Criteria			
Professional Values & Behaviours, Skills and Knowledge			
Practises with the professional values and behaviours expected of all doctors as set out in GMC Good Medical Practice and the Generic Professional Capabilities Framework (or equivalent for dentists).	✓		
Demonstrates the underpinning subject-specific competences i.e. knowledge, skills and behaviours relevant to the role setting and scope.	✓		
Clinically evaluates and manages a patient, formulating a prioritised differential diagnosis, initiating an appropriate management plan, and reviewing and adjusting this depending on the outcomes of treatment.	✓		
Manages the difficulties of dealing with complexity and uncertainty in the care of patients; employing expertise and clinical decision-making skills of a senior and independent/ autonomous practitioner. <i>(All senior doctors/dentists (including consultants and GPs) work independently/autonomously to a level of defined</i>	✓		

<i>competencies, as agreed within local clinical governance frameworks.)</i>			
Critically reflects on own competence, understands own limits, and seeks help when required.	✓		
Communicates effectively and is able to share decision-making with patients, relatives and carers; treats patients as individuals, promoting a person-centred approach to their care, including self-management.	✓		
Respects patients' dignity, ensures confidentiality and appropriate communication where potentially difficult or where barriers exist, e.g. using interpreters and making adjustments for patients with communication difficulties.	✓		
Demonstrates key generic clinical skills around the areas of consent; ensuring humane interventions, prescribing medicines safely and using medical devices safely.	✓		
Adheres to professional requirements, participating in annual appraisal, job planning and reviews of performance and progression.	✓		
Awareness of legal responsibilities relevant to the role, such as around mental capacity and deprivation of liberty; data protection; equality and diversity.			
Applies basic principles of public health; including population health, promoting health and wellbeing, work, nutrition, exercise, vaccination and illness prevention, as relevant to their specialty.			
Leadership & Team working			
Awareness of their leadership responsibilities as a clinician and demonstrates appropriate leadership behaviour; managing situations that are unfamiliar, complex or unpredictable and seeking to build collaboration with, and confidence in, others.	✓		
Demonstrates understanding of a range of leadership principles, approaches and techniques so can adapt leadership behaviours to improve engagement and outcomes – appreciates own leadership style and its impact on others.	✓		
Develops effective relationships across teams and contributes to work and success of these teams – promotes and participates in both multidisciplinary and interprofessional team working.	✓		
Critically reflects on decision-making processes and explains those decisions to others in an honest and transparent way.	✓		

Critically appraises performance of self, colleagues or peers and systems to enhance performance and support development.			
Demonstrates ability to challenge others, escalating concerns when necessary.	✓		
Develops practice in response to changing population health need, engaging in horizon scanning for future developments.			
Patient Safety & Quality Improvement			
Takes prompt action where there is an issue with the safety or quality of patient care, raises and escalates concerns, through clinical governance systems, where necessary.	✓		
Applies basic human factors principles and practice at individual, team, organisation and system levels.			
Collaborates with multidisciplinary and interprofessional teams to manage risk and issues across organisations and settings, with respect for and recognition of the roles of other health professionals.	✓		
Advocates for, and contributes to, organisational learning.	✓		
Seeks feedback and involvement from individuals, families, carers, communities and colleagues in safety and quality service improvements reviews.	✓		
Leads new practice and service redesign in response to feedback, evaluation and need, promoting best practice			
Evaluates and audits own and others' clinical practice and acts on the findings.	✓		
Reflects on personal behaviour and practice, responding to learning opportunities.	✓		
Implements quality improvement methods and repeats quality improvement cycles to refine practice; designing projects and evaluating their impact.			
Critically appraises and synthesises the outcomes of audit, inquiries, critical incidents or complaints and implements appropriate changes			
Engages with relevant stakeholders to develop and implement robust governance systems and systematic documentation processes.			
Safeguarding Vulnerable Groups			
Recognises and takes responsibility for safeguarding children, young people and adults, using appropriate systems for identifying, sharing information, recording	✓		

and raising concerns, obtaining advice and taking action.			
Applies appropriate equality and diversity legislation, including disability discrimination requirements, in the context of patient care.	✓		
Education & Training			
Critically assesses own learning needs and ensures a personal development plan reflects both clinical practice and the relevant generic capabilities to lead and develop services.	✓		
Promotes and participates in individual and team learning; supporting the educational needs of individuals and teams for uni-professional, multidisciplinary and interprofessional learning.	✓		
Identifies and creates safe and supportive working and learning environments.	✓		
Can act as a role model, educator, supervisor, coach or mentor for medical and non-medical practitioners.			
Creates effective learning opportunities and provides developmental feedback, both verbally and in writing, to learners and doctors/dentists in training as required by the role.	✓		
Plans and provides effective teaching and training activities as required by the role	✓		
Understands how to raise concerns about the behaviour or performance of any learner who is under their clinical supervision (leadership).	✓		
Takes part in patient education.	✓		
Research & Scholarship			
Keeps up-to-date with current research and best practice in the individual's specific area of practice, through appropriate continuing professional development activities and their own independent study and reflection.	✓		
Critically appraises and understands the relevance of the literature, conducting literature searches and reviews; disseminates best practice including from quality improvement projects.			
Locates and uses clinical guidelines appropriately.			
Communicates and interprets research evidence in a meaningful way for patients to support shared decision-making.			
Works towards identifying the need for further research to strengthen the evidence base or where			

there are gaps in knowledge, networking with teams within and outside the organisation			
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