

RECRUITMENT INFORMATION PACK

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Consultant Physician in
Occupational Health



Job particulars

Job Title	Consultant Physician in Occupational Medicine
Pay Band	Consultant
Location	Ashfield Street – Employee Wellbeing Service
Hours per week	Up to 10 PAs per week (8 PAs for clinical activity and 2 SPAs)
Reports to	Head of Service
Responsible to	Head of Service
Accountable to	Director of People Services
Professionally accountable to	Medical Director

Job purpose

The post holder will be instrumental in promoting the success of the Occupational Health Service ensuring that clients receive a quality service based on the principles of clinical governance. The primary outcome will be the highest standards of occupational health are achieved and the post holder will maximise the use of resources and exploit development opportunities to their fullest potential. In conjunction with the Specialist Occupational Health Nurses and other members of the multi-disciplinary team, the post holder will demonstrate specialist knowledge and expertise in Occupational Health as a clinician, educator, advisor and advocate. To empower staff within the field and act as a change agent and role model, to ensure good working relationships.

The underlying aim and value of this role is to provide integrated patient centered care of a high quality that promotes the optimum level of health and well-being for employees.



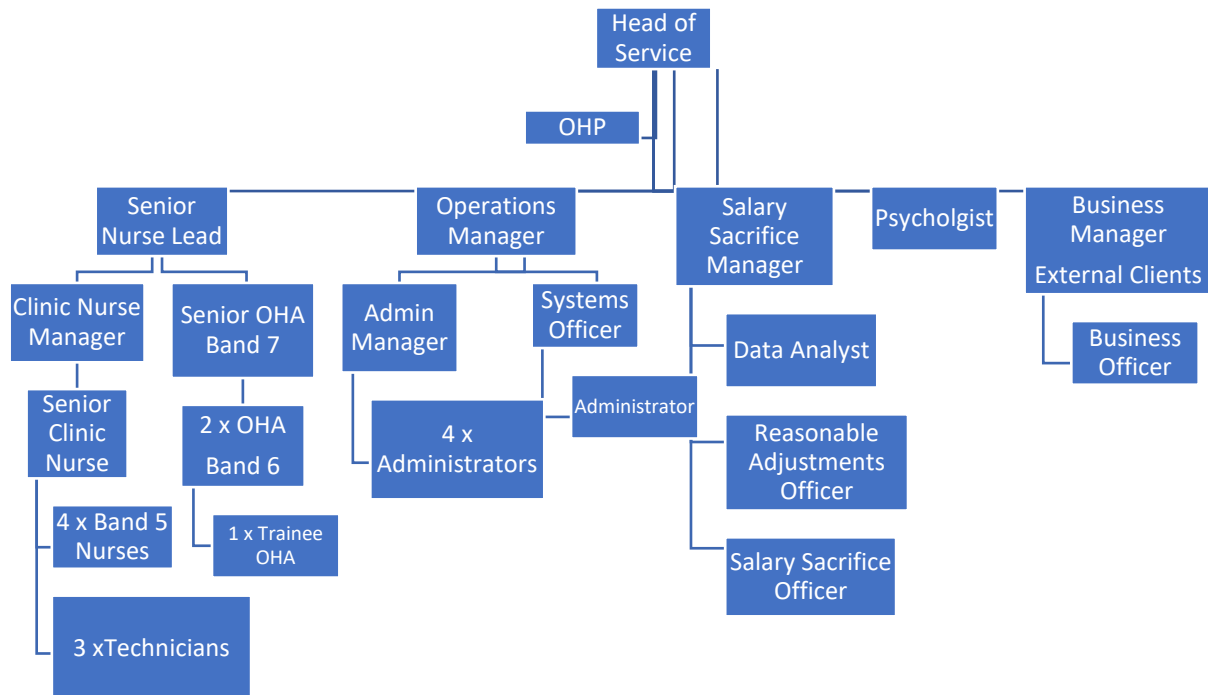
Key working relationships

Professional relationships with key partners, employees and boards.

Internal	External
Medical Director	External Clients
People Directorate	Society of Occupational Medicine
Employee Wellbeing Clinical and Non-Clinical Staff	Faculty of Occupational Medicine
Infection Control Committee Members	NHS Health at work
Clinical Academic Group Leadership	
Health and Safety	
Public Health	
Virology and microbiology	
Wellbeing leads	



Structure chart



Main duties, responsibilities, and results areas

- The post holder will, together with the Head of Service, be responsible for the provision of a proactive service to Barts Health NHS Trust
- Maintain the highest clinical and professional standard in the practice of Occupational Medicine.
- To provide a leading role in the delivery of Occupational Health services including the identification of the need for medical examination of new employees, immunisations screening for employees at special risk, statutory medical examinations and clinical assessments for fitness to work, ensuring Trust compliance with the Equality Act (2010)
- To take an active part in undergraduate and postgraduate teaching and training. Primarily but not exclusively to provide clinical leadership to junior medical and nursing staff within OH. Candidates will be encouraged to have academic interest.



- To assist the Senior team to review commercial opportunities available to the Service and the business models best suited to maximise them. Assist the managerial team to develop businesses cases to achieve additional investment needed to realise the full potential of the service.
- Determine suitability for Ill Health Retirement in line with the NHS Pensions Agency.
- Actively contribute to and influence the formulation of strategic management of staff health, safety and welfare issues to enable the provision of a safer, healthier environment for staff patients and visitors
- Contribute to the design and development of OH services ensuring that OH services and products are benchmarked and continuously improved to enhance their value to partners.
- Contribute to improving staff performance, motivation and morale and also the reduction of potential litigation by collaborating with managers to provide a healthy and safe working environment.
- To work co-operatively with other hospital and medical staff, to improve the standards of workplace health within the Trust.
- Investigate where required possible work-related ill health issues in collaboration with the Risk Manager, Line managers, H and S representatives, Trade Union representatives, employees and where required, H and S Executive.
- To develop policy to local, regional and national level where appropriate
- To advise where necessary on working and relevant environmental conditions so as to minimise the occurrence of occupational or work-related disease.
- To assist in the analysis of sickness absence trends and ensure systems are in place to accommodate redeployment and rehabilitation for staff retention.
- To be familiar with and advice on, current and projected legislation related to occupational health and safety.
- To advise on ethical matters in relation to Occupational Health and safety and employment.
- To attend relevant meetings including those of Trust committees where occupational medicine input is required.
- Advocate on behalf of the service, raising its profile and reputation throughout the Trust, and to external bodies.



- Consultants are encouraged to become involved in clinical research. Clinical research undertaken as part of the trust research and development programme will be allocated a specific time in a consultant's job plan. Consideration will be given to support required for any research agreed as part of the job plan.
- All consultants are expected to take part in clinical governance activity, including clinical audit, clinical guidance and protocol development and clinical risk management. They will be expected to produce evidence of the contribution in these areas and their audit of their own clinical work as part of their annual appraisal.
- All consultants are expected to contribute to the management and development of their clinical service. Additional clinical management roles will be recognised in the consultant job plan.
- All consultants are required to undertake annual appraisal.
- The list of duties and responsibilities given above is not an exhaustive list the post holder may be required to undertake other duties in line with the overall purpose and nature of the post as may be required from time to time.
- This job description reflects core activities of a post at a particular time. The Trust expects that all staff will recognise this and adopt a flexible approach to work.
- All consultants are expected to contribute to the smooth running of their clinical service as required: in particular, to comply with the policies and procedures, Standing Orders and Financial regulations of the Trust.
- To have made an effective contribution to reaching the Trust's vision, strategic objectives, and key work programmes.
- Network with professional colleagues, professional bodies, partner organisations, other NHS organisations, GP's and the Department of Health relating to OH issues to ensure awareness of current initiatives and best practice is adopted by the service to reduce business risk and produce cost effective policies.
- Provide clinical leadership to the team.
- Advise on the development and expansion of the external business and industry portfolio.
- Actively participate in the development of business plans, ensuring that the OH function is positive and influential in its contribution to strategic and operational business plan.
- Participate in the teaching and clinical supervision of the Occupational Health team.



- Advice on work ability to people, managers and the organisation.
- Effective rehabilitation back to work.
- Medical support of health protection of people and patients.
- Medical support of health risk management.
- Improvement of health and wellbeing ratings in the people engagement survey.
- Implementation of work-health coaching, including work as health outcome for Trust patients.
- To keep fully informed about the best practice in the speciality areas and ensure implications for practice changes are discussed with senior management.
- To role model good practice for infection control to all members of the multidisciplinary team.

Job Plan

A formal job plan will be agreed between the appropriate Director of People and Clinical Lead, on behalf of the Medical Director, this is not designed to be exhaustive. The post holder and the Head of Service will review the Job Plan annually in line with the provisions in Schedule 3 of the Terms and Conditions. Either may propose amendment of the job plan.

Proposed job plan

Day	Timing	Description	Frequency
Monday	09:00-13:00	Case management referrals, health surveillance or work health assessments	Weekly
	13:00 – 17:00	Case management referrals, health surveillance or work related assessments	Weekly
Tuesday	09:00-13:00	Case management referrals, health surveillance or work health assessments	Weekly
	13:00 – 17:00	Case management referrals, health surveillance or work related assessments	Weekly



Wednesday	09:00-13:00	Case management referrals, health surveillance or work health assessments	Weekly
	13:00 – 17:00	SPA including departmental meeting and clinical meeting	Weekly
Thursday	09:00-13:00	Case management referrals, health surveillance or work health assessments	Weekly
	13:00 – 17:00	Case management referrals, health surveillance or work related assessments	Weekly
Friday	09:00-13:00	Case management referrals, health surveillance or work health assessments	Weekly
	13:00 – 17:00	SPA including review of departmental policy and audits	Weekly

Programmed Activities (PA's)

To be negotiated – up to a maximum total of 10 PA's per week (up to 8 Pas for clinical activity) and up to 2 Pas in supporting programmed activities (SPAs). This post does not have an on-call commitment.

The post holder will have office accommodation in the Health & Wellness Centre at The Royal London. There is scope for partial agile working as well.



Working conditions

Criteria	Description
Physical	Physical effort sitting. Standing, walking Limited manual handling
Emotional	Emotional effort Exposure due to staff management etc. Deals with long term sickness, redeployment & redundancy, grievance & discipline, employment tribunal and difficult management issues May have to break bad news to patients regarding results of blood tests or health surveillance outcome May be exposed to verbal abuse Potentially aggressive behaviour of patients, clients, relatives and carer's
Working Conditions	Mixture of office and home working Frequent VDU use May be exposed to clinical waste
Mental	Mental effort Concentration required for analysing data, writing reports Dealing with distressing situations

Performance management and appraisal

All staff are expected to participate in individual performance management process and reviews.

Personal Development and training

Barts Health NHS Trust actively encourages development within the workforce and employees are required to comply with trust mandatory training.

Barts Health's education academy aims to support high quality training to NHS staff through various services. The Trust is committed to offering learning and development opportunities for a full-time and part-time employees.

No matter where you start within the NHS, you will have access to extra training and be given every chance to progress within the organisation. You will receive an annual personal review and development plan to support your career progression and you will be encouraged to develop your skills and experience.



Code of Conduct for NHS Managers

As an NHS Manager, you are expected to follow the Code of Conduct for NHS Managers (October 2002). www.nhsemployers.org/. This supports us to develop a sustainable workforce and bring the very best out in people.

Safeguarding adults and children

Employees must be aware of their responsibility to maintain the wellbeing and protection of vulnerable children and adults. If employees have reason for concern that a patient is 'at risk' they should escalate this to an appropriate person i.e. line manager, safeguarding children's lead, matron, ward sister/change nurse, site manager or consultant (October 2002). www.nmc-uk.org/

Person specification



Domain	Essential Criteria	Desirable Criteria
Qualifications	<p>Full GMC Registration with a licence to practice and entry on the Specialist Register as an Occupational Medicine Specialist or within 6 months of CTT</p> <p>Membership of the faculty of Occupational Medicine (MFOM)</p> <p>Understanding of the principles and applications of clinical research</p> <p>Evidence of understanding of the role of clinical management</p> <p>Evidence of understanding of and adherence to the principles of 'Good Medical Practice' set out by the general medical council</p> <p>Evidence of contribution to effective clinical audit and risk management</p>	<p>Fellowship of the Faculty of Occupational Medicine (FFOM)</p> <p>Management training or qualification</p> <p>Other higher medical degree</p> <p>Evidence of original research</p>
Experience	<p>Comprehensive clinical experience in Occupational Medicine</p> <p>Evidence of leadership in the development of clinical services</p> <p>Experience in clinical guideline development</p>	<p>Experience of undergraduate and post graduate training</p> <p>Experience in setting up 'hub and spoke' services</p> <p>Health surveillance programmes</p>
Knowledge	<p>Expert in Occupational medicine and evidence based practice.</p>	<p>Previous NHS Occupational Medicine experience</p>



	Health and safety legislation and requirements of health surveillance for acute Trusts	
Skills	<p>Ability to work as an effective member of a multidisciplinary team</p> <p>Excellent written and verbal communication skills</p> <p>Good computer skills</p> <p>Ability and initiative to develop the role</p> <p>Excellent interpersonal skills</p>	HAVs and ionising radiation qualification
Other	Revalidation and Appraisal training	

