

# JOB DESCRIPTION

## CONSULTANT ORTHODONTIST 12 month Fixed Term Contract

FULL TIME / PART TIME

UP TO 1.0 WTE

March 2024



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## **Introduction**

We are seeking to appoint a full or part-time Consultant Orthodontist for South Warwickshire NHS Foundation Trust to cover maternity leave for a 12 month period.

This exciting opportunity has arisen within the Trust for a Consultant Orthodontist in the Oral and Facial Department to provide a comprehensive and timely secondary care orthodontic service to the people of Warwickshire and Coventry (Arden). The post will be based at Warwick Hospital (WH), with clinical work split between this base and outlying satellite clinics (George Eliot Hospital (GEH) in Nuneaton and Stratford upon Avon. The post will mainly involve multidisciplinary care for patients with the most severe and complex orthodontic problems, as well as advice and treatment for appropriately referred patients as part of the Coventry and Warwickshire (Arden) managed clinical network.

With our central location and great transport links, South Warwickshire NHS Foundation Trust is closer than you might think. We are located in the heart of England with easy access to the motorway network and a good railway service. Warwickshire is accessible from a number of nearby cities including Birmingham, Leicester, Northampton, Oxford and Worcester.

Surrounded by a collection of picturesque towns and villages, there is always a lot to see and do across the County. Numerous sport and leisure venues, theatres, parks and great shopping facilities make Warwickshire an idyllic place to work and live.

As well as enjoying where you work, we want all of our staff to lead happy and healthy lives. That's why we offer a number of benefits to support this, such as flexible working opportunities, Childcare Vouchers, and onsite subsidised restaurant at our hospitals in Warwick and Leamington Spa as well as a number of recognition awards.

## **The Post**

The appointed Consultant Orthodontist(s) will join the Oral and Facial Department of South Warwickshire NHS Foundation Trust, with treatment commitments at Warwick, George Eliot and Stratford upon Avon Hospitals. Sessions will provide a full range of orthodontic consultation and treatment, as well as multidisciplinary clinics with maxillofacial services based at University Hospital Coventry and Warwickshire NHS Trust, Coventry (UHCW).

The appointee will work closely with the existing Orthodontic Consultants within the Arden managed clinical network for orthodontics, and will aim to offer a high quality referral service for local general dentists, community dentists, high street orthodontic specialists, general medical practitioners and other consultant colleagues. Oral and Maxillofacial surgery support is provided via an SLA with UHCW.

The unit has been involved in the regional training of specialty registrars and orthodontic clinical assistants for many years, with 100% success in Membership Examinations to date. We would welcome any new appointee to be a lead trainer.

There is a fully equipped Dental Technology Laboratory at Warwick Hospital with a full-time qualified and experienced dental/maxillofacial technician. The department has access to digital OPG, lateral cephalometry and intra-oral radiology equipment staffed by trained radiographers. CBCT imaging is available at UHCW and Birmingham Dental Hospital. Clinical photography is undertaken in clinic at Warwick, Stratford and George Eliot Hospitals, and by Clinical Illustration at UHCW.

## South Warwickshire NHS Foundation Trust (SWFT)

South Warwickshire NHS Foundation Trust provides acute and maternity services for the people of South Warwickshire and community services for the whole of Warwickshire, covering a population of 536,000. The Trust includes Warwick Hospital which is the main inpatient acute facility for South Warwickshire and community hospitals also based in the south of the county. The Trust was most recently rated by CQC as Outstanding - the only Midlands mixed general hospital achieving this grade - and consistently scores highly in the National Staff Survey.

The Trust runs community services for the whole county including a number of community and rehabilitation hospitals in Warwickshire. These hospitals see day patients and also offer inpatient care for those patients where a stay in an acute hospital is not necessary. The hospitals also play a role in providing rehabilitation for patients who have long-term conditions or are recovering from major operations or acute medical episodes.

These hospitals are:

- [Stratford Hospital](#)
- [Warwick Hospital](#)
- [Ellen Badger Hospital](#)
- [Leamington Spa Hospital - Central England Rehabilitation Unit](#)

**Stratford Hospital** also has a nurse-led minor injuries unit, an outpatients department and local surgery unit used by various medical and surgical specialties. Both Diabetic and Endocrine outpatient clinics are held at the hospital. A £20m building programme has recently been completed to deliver further services including, ophthalmology and cancer services.

There is an 18-bedded in-patient facility, the Nicol Unit, also based at Stratford, which accepts step-up patients, referred from GPs in the community, transfers from acute hospital for rehabilitation and a small number of palliative patients.

**Warwick Hospital** - Warwick Hospital – This site houses the majority of the Trust’s acute services including; Accident and Emergency services, Diagnostic and Pathology departments, Maternity and Special Care Baby Unit, Main and Day Surgery Theatres together with an Intensive Care Unit and Coronary Care Unit.

**Leamington Spa Hospital** - The Central England Rehabilitation Unit (CERU) is located on this site and is a leading provider for Neurological Rehabilitation in the Midlands. It has achieved a designation of Major Trauma Rehabilitation Provider and is designated as a level 1 service i.e. Regional Rehabilitation Provider. It has a structured Multidisciplinary team. The Trust has developed and rebuilt the unit to provide 42/44 inpatient Rehabilitation beds in order to meet the demand on its Neurological Rehabilitation service and provide further capacity for major trauma and musculoskeletal Rehabilitation. It is the Trust’s vision for the hospital to develop both clinically and academically and continue to provide a leadership role for Rehabilitation Medicine. This hospital also houses a 3 chair community dental facility.

In addition to the rehabilitation service, the CERU is also developing a county-wide Community Neurological Rehabilitation Team. There are three wards, which provides outpatient physiotherapy, occupational therapy and other medical services.

As part of its expansion programme the Trust is currently building a 3-storey ward block, which will allow reconfiguration of services on the Warwick Site.

### The Trust’s Vision



***“Our vision is to provide high quality, clinically and cost effective NHS healthcare services that meet the needs of our patients and the population that we serve.”***

### **The Trust’s Values**

#### **Safe - We put safety above everything else**

- Keep patients, service users and staff safe
- Take personal responsibility
- Deliver high quality care
- Listen, value and support our staff

#### **Effective - We will do the right thing at the right time**

- Proactively seek to make improvements
- Work in partnership
- Deliver evidence based care
- Engage and involve

#### **Compassionate - We offer compassionate care to everyone**

- Friendly, helpful and courteous
- Sensitive to individual needs
- Respect privacy, dignity, diversity and choice
- Offer care we would want for ourselves and our loved ones

#### **Trusted - We will be open and honest**

- Treat everyone with openness, honesty and respect
- Decisions driven by our local communities and a public service ethos
- Commitment to excellence
- Maintain professional standards

### **Specialty Structure at SWFT**

Currently the Trust clinical management structure is based on 4 divisions:

- Elective Division
- Emergency Division
- Integrated Division
- Support Division.

Orthodontics is in the Elective Division. The clinical management of the Division is headed by an Associate Medical Director, supported by a small support structure of Clinical Directors.

The Trust supports the following inpatient services:

Paediatrics (including adolescent beds)	Orthopaedics
ENT	General Surgery
Maxillo-facial	Vascular Surgery
General Medicine (including Care of the Elderly)	Breast Surgery
Chest Medicine	Urology
Gastro intestinal Medicine	ITU
Haematology	CCU
Dermatology	Accident and Emergency
Diabetes & Endocrinology	Cardiology with Catheter Lab
Rheumatology	Stoma care
Breast care	Day Surgery Unit with 4 theatres
Orthoptics	Pain
Orthodontics	Main operating suite with 5 theatres
Endoscopy suite with 3 rooms	Ophthalmology

A range of additional specialist services are provided on an out-patient basis from visiting Consultants within Coventry and Warwickshire.

These are all supported by:

- Imaging Department (including conventional and contrast radiology, ultrasound, C/T and MRI).
- Pathology Department (including Bacteriology, Biochemistry, Haematology and Histopathology).
- Physiotherapy
- Occupational therapy
- Chiropody
- Speech therapy
- Dietetics
- ECG
- Social services

### **CONSULTANT ORTHODONTIST**

This post sits within the Elective Care Division. The main activities of the orthodontic department are diagnosis/planning/treatment of severe and complex malocclusion including patients with clefts of the lip and/or palate, day-case GA and LA operating, and multi-disciplinary management of patients with skeletal deformity and complex restorative needs. Additionally the department is involved in research and audit on an on-going basis.

The unit currently has a staffing structure of 3 WTE Consultant orthodontists. This post is to cover maternity leave for a period of 12 months.

## STAFF

### **Consultants**

3 Consultant Orthodontists

Mr Rognvald A Linklater (1.0 WTE)

Vacant post (1.0 WTE)

This Vacancy FTC (0.7 WTE) – Ms. Miesha Virdi

### **Other Grades**

2 Orthodontic Specialty Registrars

### **The Dental Technology Laboratory**

1 Senior Orthodontic Technician

### **Clinical Support Staff**

4 Full-time Dental Nurses

4 Part-time/Bank Dental Nurses

### **Management/Administration Staff**

1 Full-time Assistant Service Manager

1 Full-time Dental Nurse Manager

1 Full-time Orthodontic/Maxillofacial Secretary

2 Full-time and 1 part-time admin/receptionists

## THE WORK OF THE DEPARTMENTS

### **Warwick Hospital, Warwick**

The orthodontic department has recently moved to a brand new premises on Warwick Hospital site with 5 surgeries and onsite radiology facilities.

The department facility includes a reception/waiting room, five surgeries, two consultants' offices, one staff office and one staff rest area. Additionally, there is a fully equipped Orthodontic and Maxillofacial Laboratory and model box storage rooms.

Full secretarial support is provided including the use of digital dictation and electronic letter verification.

We also have satellite sites at George Eliot Hospital in Nuneaton and Stratford upon-Avon Hospital.

## THE PRINCIPAL ELEMENTS OF THE POST WILL BE:

- 1) To support the outpatient and inpatient service in Orthodontics at SWFT across its varied service sites

- 2) Outpatient workload
  - a. Diagnosis, treatment planning and undertaking treatment on patients presenting with a range of malocclusions utilising evidence-based practices
  - b. Attendance at multi-disciplinary combined clinics
  - c. Liaison with specialists from various fields and general medical/dental practitioners in shared patient management
- 3) To evolve a sub-specialty interest in hypodontia/restorative management on behalf of the Trust
- 4) Research, Education, Audit and Continuing Professional Development
  - a. To take responsibility for continuing professional education in accordance with guidelines set out by the appropriate college/faculty/professional body.
  - b. To initiate and participate in research and audit programmes in accordance with Trust policies and procedures.
  - c. To work in collaboration with colleagues in developing skills to provide new ways of working across different professions, organisations i.e. community/primary care.
  - d. To participate in the annual appraisal process and job planning process, and where necessary appraise others. Consultants taking on additional teaching responsibilities will have time allocated for this in their job plan.
- 5) Clinical Governance
  - a. In conjunction with Consultant colleagues, to ensure that the requirements of clinical governance are met, and regularly attend the Trust Committees supporting the clinical governance structure.
- 6) General elements:
  - a. To participate in clinical and other service activities with the object of ensuring a high standard of patient care.
  - b. To take on appropriate management responsibilities, and lead in developments appropriate to interests and experience of the new appointee.
  - c. To be able to work flexibly, and cross cover for colleagues.
  - d. To take an active part in undergraduate and postgraduate teaching and training.
  - e. To contribute to the management of the clinical service and service development.
  - f. To contribute to the research and development activity of the department.
  - g. To provide cover for Consultant colleagues as appropriate and in accordance with local Trust arrangements and Trust Policy.
  - h. To observe the Trust's agreed policies and procedures
  - i. To take responsibility for your own health and safety complying with any safe working arrangements, policies and procedures which are in place.
  - j. To accept a duty to other staff and patients to ensure that any hazards are reported and managed appropriately.
  - k. To ensure that there are adequate arrangements for hospital staff involved in the care of patients to be able to contact you when necessary

The South Warwickshire NHS Foundation Trust is committed to continued support for professional development, with study leave provided within budget.

The appointment will be 1.0 WTE (or part-time by agreement)

Mentoring of the New Appointee

Support for the new appointee will primarily be from within the Department. A job plan review will take place within six months of commencement of duties. The department holds quarterly departmental meetings to address matters relating to service provision, and to share audit data.

The Trust has a supportive environment and is small enough for personal contact to be possible with colleagues from a wide variety of disciplines.

CLINICAL / MEDICAL SECRETARIAL SUPPORT AND FACILITIES

The successful applicant and colleagues will have the support of a medical secretarial team. He/she will have a computer and access to E-mail, the Intranet and Internet and have access to office accommodation.

**HOURS OF DUTY**

This post is a 10PA contract, but part-time and flexible working will also be considered. A formal job plan will be agreed between the Post-holder and his/her Clinical Director, on behalf of the Medical Director, three months after the start date of the post. This will be signed off by the Chief Executive. The job plan for the first three months will be based on the provisional timetable shown below (this can be amended to fit part-time or flexible working should this be requested).

The Job Plan is subject to annual review, following the Appraisal Meeting. The Job Plan will be a *prospective* agreement that sets out a consultant’s duties, responsibilities and objectives for the coming year, covering all aspects of professional practice including clinical work, teaching, research, education and managerial responsibilities. It will provide an agreed schedule of commitments, both internal and external. In addition, it will include personal objectives, including details of their link to wider service objectives, and details of the support if any required by the consultant to fulfil the job plan and the objectives.

**PROVISIONAL ASSESSMENT OF PROGRAMMED ACTIVITIES IN JOB PLAN:**

**For A Full-Time Contract**

Direct Clinical Care:

8 PAs on average *per week (includes clinical activity, clinically related administration activity)*

Supporting Professional Activities (SPA):

Core SPA is 1.25 with additional responsibilities assigned to the successful appointee up to 2 PAs per week (includes CPD, audit and teaching).

*This can be reviewed in 6 -12 months from commencement in post.*

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 post holder and their Clinical Director with regard to the scheduling of all other activities, including the Supporting Professional Activities.

**Indicative Job Plan**

	Monday	Tuesday	Wednesday	Thursday	Friday
AM	Clinical Session				
PM	Clinical Session	SPA/Admin	Clinical Session	SPA	Clinical Session

The exact job plan will be agreed in conjunction with the post holder following appointment and reviewed regularly as part of annual appraisal and job planning. Travel between sites will be required.

AM sessions typically 0900hrs to 1300 hrs

PM Sessions typically 1330hrs to 1730 hrs

Administration is 1 hour *per* 4 hour DCC, and is built into each session.

## **General Information**

### **Quality Governance**

Quality and patient care is at the core of the organisation. To ensure we deliver services with quality we have quality governance processes in place. The day-to-day management of quality governance is the responsibility of everyone in our organisation. The identification and management of it requires the active engagement and involvement of staff at all levels. Our staff members are best placed to understand the quality governance relevant to their areas of work, and must manage it, within a structured framework. The Trust recognises that quality governance cannot be simply attributed to one person but is an integral part of the normal management processes.

The Board of Directors are ultimately responsible for managing the organisational quality, using risk management processes to monitor it. The Board of Directors utilise the Board Assurance Framework (BAF) and the Trust Risk Register provide additional evidence that the appropriate quality governance arrangements and risk management policies are operating effectively. The Board of Directors are responsible for determining the governance arrangements of the Trust, including risk management and agreeing the necessary policy framework and for monitoring performance within these areas. The Audit Committee is responsible for providing independent assurance on the robustness of governance and risk management, including internal controls, in the Trust to the Board of Directors. The Committee primarily utilises the work of Internal Audit and External Audit but are not limited to these audit functions. It will also seek reports and assurances from Directors and Managers, as appropriate, concentrating on the over-arching systems of integrated governance, risk management and internal control, including evidence that the BAF is effective.

The Clinical Governance Committee, chaired by a Non-Executive Director, provides assurance to the Board of Directors that the Trust is fulfilling its statutory duties, and complying with national standards and achieving its own objectives in respect of the provision of clinical care. It takes into account national best practice guidelines, including National Service Frameworks and associated improvement strategies, NICE and NPSA guidance. The Committee also consider the implications arising out of national reports and enquiries, including the National Confidential Enquiries, and consider the outcome of national audits. The Committee is responsible for implementing the governance agenda to ensure that there is continuous and measurable improvement in the quality of the services and for providing assurance to the Board of Directors that the risks identified are appropriately managed. An operational structure alongside a medical leadership structure is also in place to strengthen the quality governance for the organisation.

### **Patient Safety and Risk Management**

Patient safety is fundamental to the services provided by the Trust and is critical for ensuring patients receive safe and quality care. To ensure Patient safety is monitored closely, the Trust has formed a Patient Safety Surveillance Group. The group co-ordinates, supports and monitors the implementation of the work programmes and initiatives focussed on the improvement of patient safety. The group also monitors the implementation of patient safety alerts and provides assurance to the Clinical Governance Committee that necessary actions have been taken.

The patient safety team continued to review medical records on a twice monthly basis using Global Trigger Tool methodology. This method identifies triggers during a patient's hospital stay (e.g. blood transfusion). Once the

reviewer has recognised a trigger, they then determine if this trigger has caused the patient any harm. The harm events range from temporary harm, to contributing to patient's death.

The team also coordinate the mortality reviews undertaken by consultants, noting any comments made, and identify any trends or patterns that may arise. The team also conduct mortality reviews in relation to any outliers from statistics produced by CHKS. The Trust had implemented a vast array of initiatives to ensure patient safety and to drive up standards of quality.

## Friends and Family Test

The Trust believes that patient experience is an important measure of quality and the Trust is fully committed to the Friends and Family Test (FFT). The Friends and Family Test is a simple, comparable survey which, when combined with follow-up questions, provides a mechanism to identify poor performance and encourage staff to make improvements where services do not live up to the expectations of our patients. Patients are asked;

**“How likely is it that you would recommend this NHS service to friends and family if they needed similar care and treatment?”**

To date, 10,351 patients have participated in the survey and provided their valuable feedback. The Trust has worked in partnership with iWantGreatCare, who is assisting to collate and analyse patient responses to the NHS Friends and Family to drive improvements and fulfil this mandatory requirement. The Trust has surpassed the mandatory requirement set by NHS England to ensure at least 20% of all eligible inpatients participate in the survey and is working intensively to further increase patient participation in the FFT across all other areas where the survey is conducted.

Data evidences that since the introduction of the FFT in April 2013 at South Warwickshire NHS Foundation Trust, a substantial proportion of our patients have participated in the FFT and provided valuable feedback on their experience. The trust has seen a notable increase in patients partaking in the survey with inpatient responses increasing from 22.9% to 58.7% (at its highest) and A&E 0.1% to 16.8% (at its highest). In addition to the notable response rate performance, since its implementation the Trust has achieved an average FFT score of 80, which was considerably higher than the national average of 63. This score is on par with last year's performance which placed the trust in the top quartile of NHS Trusts.

The results come a year after Warwick Hospital was rated as the 4th most recommended NHS acute hospital in the country by the Dr Foster Hospital guide. These results were calculated by the responses left by patients on the NHS Choices website and consistently, Warwick Hospital continues to be rated '4 out of 5 stars'. This survey will be on-going and each month the results will be analysed by the external company iWantGreatCare.

## Promoting Equality and Diversity

Promoting equality and diversity are at the heart of the Trust's values. We ensure that fairness is exercised in all that we do whether that is in our employment practices or the services we deliver. We will not discriminate on grounds of gender, race, ethnic origin, nationality, national origin, disability, sexual orientation, religion or age. Our patients, their carer's and our staff deserve the very best we can give them in an environment in which all feel respected, valued and empowered. This includes supporting our staff to focus on delivering high quality accessible services that are responsive to each individuals needs.

**What we have done with our staff...**

- The Trust provides annual training to staff which highlights the importance of recognising and appropriately addressing stereotyping, direct and indirect discriminatory behaviour, as well as acknowledging and valuing difference.
- Staff are being provided with information through a staff handbook about what support is available to them; including how to access the confidential self referral counselling service for staff.
- The Trust continues to develop local policies, procedures and guidelines for staff in partnership with the local trade unions.
- The Trust continues to raise awareness amongst staff on 'Dignity at Work' issues and the 'Whistle Blowing Policy' through internal communication channels and training sessions.
- The Trust has undertaken a number of staff awareness campaigns in relation to promoting health and well being and highlighting equality issues. Campaigns are seasonal and linked into Public Health priorities and national awareness days.

**Study and Library Facilities**

There is a library based in the Medical Education Building together with a number of computer terminals to support study. The Trust also subscribes to a number of medical journals and online information resources.

**Conditions of the service**

The appointment will be made on Trust terms and conditions, which presently reflect the terms and conditions of the service for consultants (England) 2003, as amended from time to time.

**Annual Leave and Study Leave**

Annual leave entitlement is as per Schedule 18 of the Terms and Conditions. At least six weeks notice is required before taking annual leave.

Year	Numbers of Years of Completed Service as a Consultant	
	Up to Seven Years	Seven Or More Years
Until 31 March 2004	Six weeks	Six weeks
1 April 2004 – 31 March 2005	Six weeks	Six weeks + one day
From 1 April 2005	Six weeks	Six weeks + two days

The post holder will be entitled to thirty-two days annual leave per year, after seven years service additional 2 extra days are added. Annual leave must be requested and authorised in line with Trust guidance.

A maximum of thirty days study leave with pay and expenses can be taken over a 3 year period, or ten days each year. The current method for taking study leave is under review and advice should be sought from the Medical Workforce Team.

### Notice period

The employment is subject to three months' notice, subject to the provision of paragraphs 190 to 198 of the Terms and Condition of the Service of the Hospital Medical and Dental Staff.

### Salary

The appointment is full-time / part-time and the successful candidate will be appointed on the Terms & Conditions Consultants (England) 2003. The salary scale is based on the consultant scale:

Salary Scale: £93,666 - £126,281 per annum for 10 Programmed Activities (as of January 2023). The starting salary of the appointment (exclusive of any distinction and meritorious service award payable to you) will be the appropriate point on the Consultant Pay Scale

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 he / she feels should be taken into account in determining the starting salary, this will be considered following the offer of appointment.

### Superannuation

This post is superannuable under the Health Service Superannuation Scheme.

### Health and Safety

The Trust fully recognises its duties under the Health and Safety at Work Act 1974 to ensure, as far as is reasonably practicable, the healthy, safety and welfare at work of all its employees and, in addition, the business of the Trust shall be conducted so as to ensure that patients, their relatives, contractors, voluntary workers, visitors and members of the public having access to Hospital premises and facilities are not exposed to the risk to their health and safety.

The list of duties and responsibilities given above is not an exhaustive list and the consultant may be asked to undertake other duties in line with the overall purpose and nature of the post as may be required from time to time.

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.

### Health and Well-being

To recognise and promote the importance of health and wellbeing to their staff, as highlighted in their job descriptions and performance reviews.

Ensure that the Trust Smoke Free Policy is adhered to and that staff, patient and visitors are signposted to smoking cessation services. Identify the appropriate support and interventions for their staff to support their wellbeing.

Have regular contact with staff they are responsible for, so they can identify the early signs of stress and prevent the symptoms escalating into sickness absence.

### **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:

- 2 forms of photographic ID plus 1 document confirming your address, or
- 1 form of photographic ID plus 2 document confirming your address
- Plus any current permit documentation issued to you by the Home Office

#### **Criminal convictions and police checks**

Employees must declare full details of all criminal convictions or cautions under the Rehabilitation of Offenders Act, 1974. The information given will be treated in the strictest confidence and taken into account only where the offence is relevant to the post applied for.

Successful applicants for posts will be required to give permission in writing for a police check to be done by the Criminal Records Bureau

#### **Employment References**

It is a condition of employment that three satisfactory references are provided which are acceptable to the Trust, one of which must be from your current or most recent employer. The Trust requires references to be obtained from your last three years of employment.

#### **Occupational 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. To avoid unnecessary delay, health screening interviews are arranged, wherever possible, for the same date as the Advisory Appointments Committee.

#### **Professional registration**

The successful candidate is required to be registered with the General Dental Council and be on the Specialist List of the GDC for Orthodontics. Membership of an approved Medical Defence/Protection Society is not a mandatory requirement for the post but is strongly advised.

#### **Tenure**

This is a 1.0 WTE substantive appointment and is based on a total of 10PAs. The Trust will consider splitting this job into part-time equivalents if necessary.

### Application process

Applications should be made through our website or NHS jobs and enter the Job Reference number.

### Informal/Formal visits

Applicants wishing to visit the department can do so by prior arrangement with Katy Brindley, General Manager on 01926 495321 ext. 8046. Confidential enquiries can be made to the current consultants as follows:  
Mr Rognvald Linklater, Consultant Orthodontist or Ms Miehsa Viridi, Consultant Orthodontist on 01926 495321 ext 4924

To contact the Medical Workforce Department telephone: 01926 495321 Ext 4073/8120.

### Travelling Expenses

Traveling allowances are paid in accordance with the Terms & Conditions for Consultants 2003.

Potential applicants wishing to visit the Trust will be reimbursed for two preliminary visits (one informal visit prior to application and one for the formal visit before interview) plus actual interview expenses. If a post is offered and subsequently refused, expenses will not be reimbursed.

Interviewed candidates traveling from outside the UK (this includes Republic of Ireland) will be entitled to traveling and subsistence expenses, but only in respect of the journey from the point of entry to the UK to the interview location.

## Person Specification

To be assessed for shortlisting purposes via application form, and at interview for successful appointment:

REQUIREMENTS	ESSENTIAL	DESIRABLE
<b>Training &amp; Qualifications</b>	<ul style="list-style-type: none"> <li>• Full registration with the United Kingdom General Dental Council (GDC)</li> <li>• Entry on Specialist Register in Orthodontics</li> <li>• Membership in Orthodontics, or equivalent</li> <li>• Successful completion of an SAC approved 2-year minimum training programme in a Fixed Term Training Appointment (FTTA) in Orthodontics or within 6 months of completion of training, or equivalent, which follows on from the pre-CCST training period of 3 years, or equivalent</li> <li>• Possession of a Certificate of Accreditation or eligibility for award of CCST in orthodontics</li> </ul>	<ul style="list-style-type: none"> <li>• Higher degree</li> <li>• Success in RCS Intercollegiate Specialty Fellowship Exit Examination or equivalent, before commencing in post</li> <li>• Possession of Fellowship in Dental Surgery or Membership of the Faculty of Dental Surgery, or equivalent</li> </ul>
<b>Clinical Experience</b>	<ul style="list-style-type: none"> <li>• Clinical training and experience equivalent to that required for gaining (UK) CCT in Orthodontics</li> <li>• Ability to offer expert clinical opinion on range of problems both emergency and elective within specialty</li> <li>• Ability to take full and independent responsibility for clinical care of patients</li> <li>• Expertise in multidisciplinary care</li> </ul>	
<b>Management &amp; Administrative Experience</b>	<ul style="list-style-type: none"> <li>• Ability to organise and prioritise workload effectively</li> <li>• Ability to advise on efficient and smooth running of specialist service</li> <li>• Ability to organise and manage outpatient priorities</li> <li>• Ability to manage and lead the orthodontic department and multi-disciplinary team</li> <li>• Experience of audit management and conducting clinical audit</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to manage and lead specialist unit and working parties as appropriate</li> <li>• Ability to use the evidence base and clinical audit to support decision making</li> <li>• Roles in professional committees</li> </ul>
<b>Teaching Experience</b>	<ul style="list-style-type: none"> <li>• Ability to teach clinical skills to medical, nursing staff and other disciplines</li> <li>• Experience of undergraduate and postgraduate teaching and training at an appropriate level</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to supervise postgraduate research</li> </ul>
<b>Research Experience</b>	<ul style="list-style-type: none"> <li>• Ability to apply research outcomes to clinical problems</li> <li>• An awareness of current specialty specific developments and initiatives</li> </ul>	<ul style="list-style-type: none"> <li>• Publications in relevant peer-reviewed journals in the last 5 years</li> <li>• Evidence of having undertaken original research</li> </ul>
<b>Personal Attributes</b>	<ul style="list-style-type: none"> <li>• Ability to work in a team</li> <li>• Enquiring and critical approach to work</li> <li>• Ability to communicate effectively with patients,</li> </ul>	<ul style="list-style-type: none"> <li>• Willingness to undertake additional professional responsibilities at local</li> </ul>

	<p>relatives, GPs, nurses and other agencies</p> <ul style="list-style-type: none"> <li>• Commitment to Continuing Professional Education and Development</li> </ul>	regional or national levels
<b>Other requirements</b>	<ul style="list-style-type: none"> <li>• An understanding of the current NHS environment, particularly in relation to reforms, initiatives and issues</li> <li>• Able to meet the travel requirements of the job across sites, and return to the hospital within 30 minutes when required</li> </ul> <p><b>Standard Clauses</b>          A Disclosures and Barring Service check will be carried out where the position is eligible for a Disclosures and Barring Service Check in accordance with the 2012 Protection of Freedom Act and the guidance issued by the DBS.</p>	