

Consultant: Job Description

Post Title:	Consultant Head and Neck Imaging
Department/ Directorate	Head & Neck Radiology, Radiology Care Group
	Division D
Grade	Consultant
PAs Per Week:	10PAs
Accountable to:	Radiology Clinical Lead
Main purpose:	<p>We are inviting applicants for a full time Consultant Radiology post in Head and Neck imaging to join our friendly and dynamic team. We strive to evolve, improve, and maintain high standards in head and neck imaging and are looking for a highly motivated colleague to help strengthen and develop our service.</p> <p>The successful candidate should have completed adequate subspecialty training in head and neck radiology. A second subspecialist interest (such as neuroradiology) will be considered as part of a hybrid job.</p> <p>This is a new post to support the increased imaging demand created by recent consultant appointments within ENT, oral and maxillofacial surgery, and oncology. Furthermore, as part of the Wessex radiology training scheme and newly created South East Imaging Academy, dedicated teaching and training will form a large part of the role.</p> <p>Being home to a tertiary head and neck cancer centre, cochlear implant centre, major trauma centre and the Wessex neurological centre, University Hospital Southampton provides a diverse and exciting case mix for the enthusiastic head and neck radiologist.</p> <p>The imaging case load is diverse and will include CT and MRI reporting of the acute neck, facial trauma, initial staging and post-operative H&N cancer, sinus, temporal bone, TMJ pathology and cochlear implant imaging.</p> <p>The post will include a weekly US neck list, with FNA and core biopsies, and a 1:4 scheduled participation in the weekly head and neck one stop lump clinic, with rapid on-site evaluation (ROSE) and pathology support. Additional experience in sialography is desirable but not essential.</p> <p>There will be active participation at the weekly H&N cancer MDT, bi-monthly thyroid MDT,</p>

	<p>skull base and orbital MDTs as well as provision of imaging support at regular benign meetings and ENT and OMFS educational half days.</p> <p>*If offered a hybrid role, changes in the job plan will be made accordingly*</p>
The team:	<p>We are incredibly proud of the close working relationships we have developed with our clinical colleagues and the wider radiology group, many of whom provide head and neck imaging support.</p> <p>You will join a team of 1.6 WTE Consultant Head & Radiologists, who primarily report the adult H&N work and initial cancer staging imaging:</p> <p>Dr S Battison (10 PA head and neck)</p> <p>Dr Z Saloojee (6 PA head and neck/ 4 PA Neuroradiology)</p> <p>Work shared with Neuroradiology is supported by our Consultant Neuroradiologists:</p> <p>Dr A Ditchfield: Interventional, Head and Neck, pituitary</p> <p>Dr V Jayakrishnan: Interventional</p> <p>Dr H Joy: Neuro-oncology, Paediatric, Epilepsy</p> <p>Dr J Macdonald: Interventional, Stroke, Spinal</p> <p>Dr A Narata: Interventional</p> <p>Dr F Sheikh: Neuro-oncology</p> <p>Post oncological follow up imaging is reported by our Consultant Oncology Radiologists, some of whom also support the US neck/FNA/core biopsy service.</p> <p>Dr J Smart</p> <p>Dr E Rutherford</p> <p>Dr B Shepherd</p> <p>Dr A King</p> <p>Dr D Ifan</p> <p>Dr T Chance</p> <p>Paediatric cross-sectional H&N imaging is shared with our paediatric radiology colleagues, and all paediatric H&N US covered by paediatric radiology:</p> <p>Dr M Griffiths</p> <p>Dr H Portess</p> <p>Dr S Forbes</p> <p>Dr R Jenkins</p> <p>Dr F Hadian</p> <p>Adult US neck imaging is covered by:</p> <p>Dr S Battison (Head and Neck)</p> <p>Dr Z Saloojee (Head and Neck)</p> <p>Dr E Rutherford (Oncology radiology)</p>

	<p>Dr C Lane (Abdominal radiology)</p> <p>Dr B Shepherd (Oncology radiology)</p> <p>Dr R Kiss (Breast radiology)</p> <p>Mrs Tina Walker (Advanced sonographer)</p>
Duties and responsibilities:	<p>Duties of the post:</p> <ul style="list-style-type: none"> - Provide a high-quality head and neck imaging service, with shared responsibility for covering the service, including covering colleagues' annual and study leave and short-term sickness absence. - Actively participate in the training, supervision, and professional development of junior medical staff. We are part of the Wessex radiology training scheme and South East Imaging Training Academy, and regular teaching and training will be an integral part of the post. - Help to organise and develop head and neck imaging services. - Active participation in continuing medical education and clinical governance activities to ensure evidence-based safe practice. - Undertake the administrative duties associated with the care of patients and the running of the clinical department. <p>General Responsibilities:</p> <ul style="list-style-type: none"> - To work co-operatively with other clinical, allied medical and managerial colleagues to provide high quality healthcare. - To provide effective leadership to all staff within the specialty. - To promote and maintain team working and multidisciplinary activity. - To conduct all work within contractual requirements and in accordance with the Trust's procedural and operating policies. <p>Job plans will be in the form of 'average weekly sessions' with flexible working and fixed sessions to be discussed based on the needs of the department. A sample weekly timetable can be found at the end of this document.</p> <p>On Call duties: there is currently no on-call element for the head and neck position.</p>
Location:	<p>Situated on the wonderful south coast, Southampton is an attractive place to live and work with excellent amenities. The city offers living costs 20% lower than London and 14 schools rated outstanding by Ofsted. It has an international airport and direct rail links to London as well as more widely around the country.</p> <p>The hospital is a short drive away from the beautiful historic cathedral city of Winchester, a desirable location for its rich heritage, proximity to London, excellent schools, and easy access to open spaces, including the famous South Downs Way.</p> <p>The New Forest National Park and the beaches of the Jurassic coast are right on our</p>

	<p>doorstep and the Isle of Wight is a short ferry ride away.</p> <p>University Hospital Southampton NHS Foundation Trust (UHS NHSFT) provides services to approximately 1.9 million people living in Southampton and South Hampshire, and specialist services, including neuroscience, cardiothoracic and specialist paediatric services, to nearly 4 million people in central southern England and the Channel Islands. With a turnover of over £1 billion last year, the trust is one of the largest in the country.</p> <p>The Trust is a centre of excellence for teaching and research in association with the University of Southampton, offering opportunities for undergraduate and postgraduate teaching, and with partners including the Medical Research Council and Wellcome Trust providing excellent facilities for research and clinical care. It is a national leader for research into cancer, respiratory disease, nutrition, cardiovascular disease, bone and joint conditions, and complex immune system problems. UHS NHSFT is 1 of 11 UK centres to be involved in the NHS 100,000 Genome project and it has established a new NIHR Biomedical Research Centre (BRC), with funding of almost £15 million between April 2017 and 2022.</p> <p>The Hospital treats around 112,000 inpatients and day patients, including about 50,000 emergency admissions, approximately 375,000 people at outpatient appointments and around 110,000 cases in the Emergency Department.</p> <p>UHSFT Radiology provides one of the largest radiology services in the country undertaking over 320,000 examinations a year: providing specialist radiological services to the Major Trauma Centre and the Trust's other regional, national specialist and tertiary services.</p> <p>Radiology has a multimillion-pound equipment management contract with Siemens Medical ensuring state of the art imaging equipment is installed and refreshed across all areas. UHSFT is part of a regional PACS (Digital Imaging) consortium, employing high end, gold standard SECTRA technology to share images across the region, making image viewing and reporting services amongst the best in the country.</p>
<p>Management and Leadership Duties:</p>	<p>The Trust is managed in four Divisions which are then split into Care Groups. The Radiology Care Group sits in Division D, which also hosts Cardiothoracic, Vascular services and Trauma and Orthopaedics. The Division is also leading on the development of the Major Trauma Centre following UHS's designation for status in 2012.</p> <p>The post holder will be expected to participate in the medical contribution to</p>

	<p>management. All Medical staff are accountable to the Clinical Lead.</p> <p>The appointee will be expected to provide leadership to their clinical teams as required. These may include multi-agency teams within Primary and Secondary Care. The post holder will be responsible for the supervision of junior staff in their specialty.</p> <p>The Post holder should have enough understanding of how finances are allocated to provide the best service available. The post holder will minimise waste, improve services and promote the effective use of resources, you should take financial responsibility for delivering your service at a level appropriate to your role. The post holder should understand the roles and policies of local and, where relevant, regional, and national agencies involved in healthcare if they affect your role as a doctor. There is no responsibility for handling cash Responsibilities for Human Resources.</p>																		
Departmental Staffing Structure:	<p>The postholder will work as a member of and support the aims of the wider radiology department, collaborating with consultant colleagues and radiographic staff to optimise use of diagnostic equipment (e.g. CT, MRI, screening facilities).</p> <p>Radiology Care Group:</p> <p>Care Group Clinical lead: Dr Charles Peebles</p> <p>Care Group Manager: Mrs A Drummond</p> <p>Head of Radiography: Mrs H Reid</p> <p>Head and Neck Radiology Clinical Lead: Dr S Battison</p> <p>Diagnostic Neuroradiology Clinical Lead: Dr H Joy</p> <p>Interventional Neuroradiology Clinical Lead: Dr J Macdonald</p> <p>Oncology Radiology Clinical Lead: Dr B Shepherd</p> <p>Consultant Radiology staff and roles:</p> <table><tr><th>Name</th><th>Clinical Specialty</th><th>Other Role</th></tr><tr><td>Dr A Abbas</td><td>Cardiothoracic</td><td></td></tr><tr><td>Dr G Adam</td><td>Cardiothoracic Radiology</td><td></td></tr><tr><td>Dr R Allison</td><td>Interventional & Vascular Radiology</td><td>IR Lead</td></tr><tr><td>Dr S Battison</td><td>Head and Neck Radiology</td><td>Head and Neck Lead</td></tr><tr><td>Dr R Brook</td><td>Breast Radiology</td><td>Breast Lead</td></tr></table>	Name	Clinical Specialty	Other Role	Dr A Abbas	Cardiothoracic		Dr G Adam	Cardiothoracic Radiology		Dr R Allison	Interventional & Vascular Radiology	IR Lead	Dr S Battison	Head and Neck Radiology	Head and Neck Lead	Dr R Brook	Breast Radiology	Breast Lead
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Dr I Brown	General	
Dr T Bryant	Interventional Radiology	
Dr T Chance	Oncology	
Dr D Collie	Neuroradiology	
Dr A Ditchfield	Neuroradiology	
Dr J Dunbar	Cardiothoracic	
Dr S Forbes	Paediatric Radiology	
Dr C Grierson	Abdo/Oncology	
Dr M Griffiths	Paediatric Radiology	PACS / IT Lead
Dr A Grima	Breast Radiology and Abdominal	
Dr M Hadi	Interventional Radiology	
Dr S Harden	Cardiothoracic	
Dr D Ifan	Oncology	
Dr L Ingram	Abdo/Oncology	Abdo Lead
Dr V Jayakrishnan	Neuroradiology	
Dr R Jenkins	Paediatric Radiology	
Dr K Johnson	Cardiothoracic	
Dr H Joy	Paediatric Neuroradiology	
Dr L King	Musculoskeletal Radiology	
Dr A King	Oncology	
Dr R Kiss	Ultrasound	
Dr S Lam	Cardiothoracic & Breast	
Dr C Lane	Abdominal Radiology	US Lead
Dr J MacDonald	Neuroradiology	Interventional Neuroradiology Lead
Dr D Maclean	Interventional	Governance Lead
Dr B Maher	Interventional	
Dr S Modi	Interventional	Trauma Lead
Dr AP Narata	Neuroradiology	
Dr R Oeppen	Breast Radiology & Oncology	
Dr C Peebles	Cardiothoracic and General	Care Group Lead
Dr H Portess	Paediatrics	
Dr N Purohit	Musculoskeletal Radiology	
Dr C Rubin	Breast Radiology and General	
Dr E Rutherford	Ultrasound and Oncology	
Dr E Ryan	Abdominal	
Dr Z Saad	Nuclear Medicine	
Dr Z Saloojee	Head and Neck / Neuroradiology	
Dr M Sampson	Musculoskeletal Radiology	IISS Lead
Dr J Shambrook	Cardiothoracic and General	
Dr F Sheikh	Neuroradiology	
Dr B Shepherd	Oncology	Oncology Lead

	<p>Dr V Skiadas Musculoskeletal Radiology MSK Lead</p> <p>Dr J Smart Oncology and General</p> <p>Dr M Stahnke Breast and Oncology Radiology</p> <p>Dr B Stedman Abdominal and Interventional</p> <p>Dr F Sundram Nuclear Medicine Nuc Med Lead</p> <p>Dr M Thomas Musculoskeletal Radiology</p> <p>Dr M Thyagarajan Paediatric Radiology</p> <p>Dr A Tsong Neuroradiology</p> <p>Dr K Vedwan Cardiothoracic Cardiothoracic lead</p> <p>Dr R Walker Breast and General Radiology Breast Screening Lead</p> <p>Dr A Williams Neuroradiology</p> <p>Dr I Wilson Interventional Radiology</p> <p>Dr R Zaher Abdo/ GI Radiology</p> <p>Dr G Zamfir Breast Radiology</p>
Review	<p>This job description and job plan will be reviewed each year by the post-holder and the Care Group Clinical Lead (or nominee). Local mediation and appeal procedures will be followed in the event of any disagreement over proposed changes to the job plan.</p> <p>In accordance with Schedule 3 of the Terms and Conditions of Service for Hospital Medical and Dental Staff, the Job Plan includes a schedule of Programmed Activities setting out how, when and where the post holders duties and responsibilities will be delivered.</p> <p>A standard full-time Job Plan will contain 10 Programmed Activities. Subject to the provisions for recognising work done in Premium Time, a Programmed Activity has a timetable value of four hours. Each Programmed Activity may include a combination of duties.</p> <p>It is recognised that the work programme for any new consultant taking up post will take time to settle into a regular pattern. Therefore, the job plan will be reviewed in discussion with your Care Group Clinical Lead after 3 months. This will be completed as part of the Job Plan review for all existing consultants related to this post to allow integration of job plans across the Care Group.</p>
Other Duties	<p>From time to time if may be necessary for the post holder to carry out such other duties as may be assigned, with agreement, by the Trust. It is expected that the post holder will not unreasonably withhold agreement to any proposed changes.</p>

PROPOSED JOB PLAN FOR CONSULTANT H & N RADIOLOGIST

DRAFT WEEKLY TIMETABLE (Sample)

	Mon	Tue	Wed	Thu	Fri
am	SPA	ENT reporting / MDT meeting preparation	Non-working day	Teaching/SPA/ Sialography	Reporting/clinical admin
pm	Reporting/duty/ H & N one stop neck lump clinic	MDT meeting	Non-working day	Ultrasound list	Duty / Reporting

SPA

The 2 SPA within this job plan should be used for personal development, teaching and training of other health professionals, service review and development of clinical services and the regional network. There are many opportunities for teaching at undergraduate and postgraduate level. There are opportunities to develop a research portfolio and to contribute by recruitment to commercial and networked research studies.

* HN reporting and SPA could be delivered flexibly, considering departmental need for cross cover of HN work.

Direct Clinical Care: 8 PAs

Supporting Professional Activities: 2 PAs

On Call duties: There is currently no on-call element for the head and neck position.

IMPORTANT ADDITIONAL INFORMATION RELATING TO YOUR EMPLOYMENT

Duty of Care	<p>You are responsible for ensuring that the patient, family and carers are at the centre of everything you do.</p> <p>Be open, honest and willing to acknowledge when something has gone wrong. Make timely apologies and take action to report incidents, including near misses; to ensure that as an organisation we learn.</p> <p>You should continuously seek to reduce harm by speaking up to managers and leaders if you believe that a lack of skills, knowledge or resources place patients at a risk of harm or if your concerns are not being listened to. Managers and leaders must listen to others when they raise concerns and take action.</p> <p>Wholeheartedly commit to learning about safety, continually striving to improve excellent care. Develop your own ability to detect and correct defects.</p>
NHS Standards of Business Conduct and Professional registration	<p>All employees must abide by the guidance set out in the NHS Code of Conduct and Standard Business Conduct for NHS Staff (HSG 93/5), as amended or replaced from time to time. Managers must also comply with the NHS Code of Conduct for Managers.</p> <p>All Medical and Dental staff must work within the guidelines of the "General Medical Council Guide - Good Medical Practice".</p> <p>This post is subject to the Terms and Conditions of Service of Hospital Medical and Dental Staff.</p> <p>Postholders must hold appropriate registration with the General Medical Council.</p>
Living our values every day	<p>All staff are expected to strive to make the Trust values 'what we do' – to inspire, develop and support every one of us to live our values; every patient, every colleague, every day.</p> <p>Each post holder is expected to ensure they live the values of:</p> <ol style="list-style-type: none"> 1. Patients First 2. Always Improving

	<p>3. Working Together</p> <p>These values are about us all helping each other to deliver great patient experience more consistently – involving people who use our services, their families, carers, staff and partners in continuing to improve the experience people have using and delivering our services</p>
General Provisions	<p>Subject to the provision of the Terms and Conditions of Service, the post holder will be expected to observe the Trust's agreed policies and procedures, drawn up in consultation with the professional and clinical managers, and to follow the standing orders and financial instructions of the Trust.</p> <p>In particular, where the post holder manages employees of the Trust, he/she will be expected to follow the local and national employment and personnel policies and procedures. The post holder will be expected to make sure that there are adequate arrangements for hospital staff involved in the care of his/her patients, to be able to contact him/her when necessary.</p> <p>All medical and dental staff employed by the Trust is expected to comply with its Health and Safety policy and procedures.</p> <p>The post holder will be responsible for the training and supervision of Junior Medical staff that work with him/her and will devote time to this activity on a regular basis. The appropriate post holder will be named in the contract of Doctors in Training Grades as the person responsible for overseeing their training, and as the initial source of advice to such doctors on their careers.</p>
Residence	<p>Residence within either 10 miles or thirty minutes by road from Southampton General Hospital is a requirement of this post unless specific approval for alternative arrangements is given by the Trust. The post-holder should be able travel to meet the needs of the post and his/her private residence must be maintained in contact with the public telephone service.</p>
Secretarial Support and Office Accommodation	<p>Both secretarial support and office accommodation will be available, and you will be provided with an individual personal computer with internet access via the internal server.</p>

Information Systems	<p>Access to hospital information systems including Pathology and Radiology results, will only be granted after attendance on a training course.</p> <p>Attendance on the Ward Results Training course is mandatory before access to the system can be granted. Staff who login to hospital information systems where there is no authority to do so will face disciplinary action.</p>
Health and Safety:	<p>Staff are reminded of their responsibility to take care of their own personal safety and others whilst at work. In addition, no person shall interfere with, or misuse anything provided in the interests of health, safety and welfare.</p>
Infection Prevention and Decontamination of Equipment:	<p>All staff are reminded of their responsibility to adhere to Trust and Departmental Infection Prevention Policies, including policies for the cleaning and decontamination of equipment, in order to protect their own health and that of other employees, visitors and patients.</p>
Child Protection/Safeguarding	<p>All staff providing services to patients and children are reminded of their responsibility to adhere to Trust and Departmental Child Protection and Safeguarding policies including employment checks.</p>
Confidentiality	<p>All employees of Southampton University Trust are reminded of the need to treat all information, particularly clinical and management information, as confidential.</p> <p>Any employee who wilfully disregards Trust and Departmental policies may be liable to serious disciplinary action including dismissal.</p> <p>This job description will be reviewed yearly as part of the annual appraisal, to ensure that it reflects the responsibilities of the post. No changes will be made without full consultation with the postholder.</p>
Mental Capacity Act 2005	<p>All Staff are required to ensure knowledge regarding the Mental Capacity Act 2005 (MCA) at a level deemed essential for their role. The level of training required will be specified to members of staff and is dependent on their role.</p> <p>It is important that staff understand and comply with local policies and procedures relating to MCA to ensure the Trust can act in an individual's</p>

	best interest when providing care. This helps to ensure ongoing adherence to our legal obligations and ensuring we put the needs of our patients first.
Sustainability	Staff are reminded of their responsibility to take care of the resources used whilst at work. These include careful use of energy and water; for example, ensuring unnecessary equipment is turned off when not in use. Waste needs to be segregated properly. UHS policies and strategies for sustainability should be followed whilst undertaking daily duties. We encourage staff to be involved with sustainability at work, through participation in the Green Guardians network.
Last Updated	26 April 2024