

IMPERIAL COLLEGE HEALTHCARE NHS TRUST

RENAL AND TRANSPLANT CENTRE

JOB DESCRIPTION

REF: 290-TDPB248

TRUST CLINICAL POST-CCT FELLOWSHIP IN TRANSPLANT AND DIALYSIS ACCESS SURGERY– March 2017

This is a trust Fellowship within the ICHNT Renal and Transplant Centre.

Nature of the Fellowship

The post is based in the Imperial College Renal and Transplant Centre at the Hammersmith Hospital which is the largest renal and transplant centre in Europe. The Trust Fellowship is 75% clinical, with exposure to all aspects of transplant and dialysis access surgery, while allowing significant time (25%) for dedicated transplant or dialysis access research. The post will be for one year, but may be extended for a further year. The fellowship is suitable for post-CCT trainees.

Entry requirements

The Fellow should demonstrate a commitment to transplant and dialysis access surgery. The ability to work in a team with good clinical skills, team-working and communication abilities is essential. Those eligible to apply for this post will have full registration with the General Medical Council [GMC] and must be in possession of MRCS (UK) or equivalent. This position is open to medical graduates from outside the EU subject to regulatory approval. For further information on how this may affect your application please visit www.homeoffice.gov.uk or contact the Home Office's Immigration and Nationality Enquiry Bureau on telephone: 0870 606 7766 or by e-mail: indpublicenquiries@ind.homeoffice.gsi.gov.uk

1. IMPERIAL COLLEGE HEALTHCARE NHS TRUST

The Imperial College Healthcare NHS Trust was created on October 1, 2007 by merging St. Mary's NHS Trust and Hammersmith Hospitals NHS Trust and integrating with the faculty of medicine of Imperial College London. One of the largest NHS trust in the country, we have come together to establish the UK's first academic health science centre (AHSC). The Trust has an annual turnover of over £1,000 million, approximately 10,000 staff, and it see over 1,000,000 patients a year.

The creation of the AHSC, a partnership between the NHS and Imperial College London, is a major advance for patient care, clinical teaching and scientific invention and innovation. The fusion of the different strands of our work and the achievements that can now be realised will lead to significant benefits for patients and greater advances in healthcare than could be delivered apart.

Imperial College Healthcare NHS Trust already has a world-leading reputation. Hammersmith and St Mary's hospitals have two of the highest clinical ratings in the country, rated second and third best Trusts for clinical performance, quality of care and safety.

The Trust was awarded the status of a generic Biomedical Research Centre by the National Institute of Health Research (NIHR) in 2006 for its excellence in translational and clinical research – one of only 5 in the UK.

Imperial College London has a campus on all main sites and is increasingly integrated with all the clinical specialties. The Clinical Sciences Centre of the Medical Research Council (MRC) is also based at Hammersmith Hospital providing a strong foundation for clinical and scientific research.

2. THE AHSC VISION AND MISSION

The vision for our academic health science centre (AHSC) is that the quality of life of our patients and local populations will be vastly improved by taking the discoveries that we make and translating them into medical advances - new therapies and techniques - and by promoting their application in the NHS and around the world, in as fast a timeframe as is possible. Our mission is to make our AHSC one of the top five AHSCs in the world within the next ten years, channeling excellence in research to provide world-class healthcare for patients. Achieving this challenging mission will significantly improve the quality of healthcare for the local community, London and the UK as a whole, and enhance the UK's position as a global leader in biomedical research and healthcare.

Chairman	Sir Richard Sykes
CEO	Dr Tracey Batten
Medical Director	Dr Julian Redhead
Chief Financial Officer	Richard Alexander
Director of Nursing	Professor Janice Sigsworth

We need all our staff to work together to fulfil the promise of the AHSC, and all staff need to be inspired to share in making discoveries and finding new ways of treating patients. We are tearing down institutional barriers to enable this to happen, and devising new ways of working between doctors, scientists, nurses, administrators and managers. We have already made a start with our innovative Divisional Structure.

The clinical services of the Trust are organised into 3 Divisions which are clinician led and have the autonomy to organise themselves into optimum vehicles for the delivery of world class, integrated research and healthcare.

Divisions	Director
Medicine and Integrated Care	Professor Tim Orchard
Surgery, Cancer and Cardiovascular	Professor Jamil Mayet
Women’s and Children’s and Clinical Support	Professor TG Teoh

Each Division has a Director of Research and a Director of Education, who will work with the Divisional Director to ensure that opportunities for translational research and postgraduate education for all staff are maximised.

3. IMPERIAL COLLEGE LONDON

Imperial College London consistently achieves one of the highest rankings nationally and internationally, as listed in the Times Higher QS World University Rankings, ranking 3rd in Europe and 8th in the world for 2016-2017.

The President of Imperial College London, Professor Alice P. Gast.
The Provost is Professor James Stirling CBE FRS.
The Chair of the Council and the Court is Sir Philip Dilley

The Mission

Imperial College embodies and delivers world class scholarship, education and research in science, engineering and medicine, with particular regard to their application in industry, commerce and healthcare. We foster interdisciplinary working internally and collaborate widely externally.

Strategic Intent

The College's vision and intent is to:

Continue to be a world-leading institution for scientific research and education,
To harness the quality, breadth and depth of our research capabilities to address the difficult challenges of today and the future,
To develop the next generation of researchers, scientists and academics,
To provide an education for students from around the world that equips them with the knowledge and skills they require to pursue their ambitions,
To make a demonstrable economic and social impact through the translation of our work into practice worldwide,
To engage with the world and communicate the importance and benefits of science to society.

Formation and History

Imperial College was established in 1907 in London's scientific and cultural heartland in South Kensington, as a merger of the Royal College of Science, the City and Guilds College and the Royal School of Mines. St Mary's Hospital Medical School and the National Heart and Lung Institute merged with the College in 1988 and 1995 respectively and Charing Cross and Westminster Medical School and the Royal Postgraduate Medical School merged on 1 August 1997, thereby creating the Faculty of Medicine. The Kennedy Institute of Rheumatology became a Division of the Faculty of Medicine in 2000. In addition to the Faculty of Medicine there are the Faculties of Engineering, Natural Sciences, and Medicine and the Tanaka Business School.

In July 2007 the Queen granted a new royal charter which declared Imperial College an independent university in its own right, awarding its own degrees. Until then Imperial was an independent constituent part of the University of London, awarding University of London degrees.

Staff and Students

The academic and research staff of 3,397 includes 72 Fellows of the Royal Society, 77 Fellows of the Royal Academy of Engineering, 81 Fellows of the Academy of Medical Sciences, one Fellow of the British Academy, four Crafoord Prize winners and two Fields Medalists. Fourteen Nobel Laureates have been members of the College either as staff or students.

The College has 14,342 students, of whom 37 percent are postgraduate. Thirty per cent of students come from outside the European Union. External assessment of the College's teaching quality in many different subject areas has been judged to be of high standard. The proportion of women students is 36 percent of the total.

Research

The quality of the College's research has been judged consistently to be of the highest international standard and the proportion of income from research grants and contracts is one of the highest of any UK university.

The concentration of research in science, engineering and medicine gives the College a unique

and internationally distinctive research presence. Interdisciplinary working is fostered at the College through its institutes and centres, which include the Institute of Biomedical Engineering, the Grantham Institute for Climate Change and the Energy Futures lab. Their strength lies in the expertise drawn together from across Imperial to tackle some of the world's greatest problems.

Imperial's enterprise culture ensures that discoveries in the lab are quickly translated to the market place. The technology transfer company Imperial Innovations draws upon a pipeline of technology emanating from Imperial's research. In 2006-07 the company had equity holdings in 74 companies. The College made 366 invention disclosures to the company during the same period.

Teaching and Learning

The College's overall educational aim is to ensure a stretching and exhilarating learning experience. While maintaining its traditional emphasis on single honours degree courses, Imperial also aims to give students the opportunity to broaden their experience through courses relevant to student and employer needs.

In its MSc. course provision, the College seeks to provide a wide range of specialist courses in areas in which it has particular expertise. Many of those offered by non-medical departments emphasise the valuable interaction between scientific/technological training and industrial experience, whilst those offered by the medical departments focus on subjects at the interface between basic science and medicine and on specialist education for doctors and other health professionals in training. In addition, the College's wide range of PhD programmes reflect its aim of pursuing research at the frontiers of scientific, engineering, management and medical knowledge and the increasingly interdisciplinary nature of this research.

The Centre for Educational Development raises and consolidates the profile of learning, teaching and educational development throughout the College. Newly-appointed non-clinical lecturers will be expected to develop and expand their teaching skills, and there are many learning and teaching activities for more experienced staff.

On 1 October 2011, the Graduate School of Life Sciences and Medicine merged with the Graduate School of Engineering and Physical Sciences, to form a single entity. The merged Graduate School is the focus of postgraduate education and research and maintains, enhances and monitors quality, disseminates best practice, while initiating and developing new programmes, particularly those with an interdisciplinary slant. It also has quality assurance responsibilities for the two non-faculty departments of Humanities and the Business School.

The College's teaching quality is audited regularly, both internally and externally. Recent external audit found teaching quality to be of a high standard.

Location

The College now has one of the largest operational estates of any UK University. It includes seven central London campuses: the main South Kensington Campus, Charing Cross Campus, Chelsea and Westminster Campus, the Hammersmith Campus, the Northwick Park Campus, the Royal Brompton Campus and St Mary's campus; there are also two campuses outside London: the Silwood Park and Wye Campuses.

Silwood Park, a postgraduate campus at Ascot in Berkshire, houses the Ecology and Evolution Section of the Biology Division, in the Department of Life Sciences. The successful Master's courses in Crop Protection, Forest Protection and Ecology, Evolution and Conservation are run at Silwood together with the newly created Master's course in Conservation Science, and there is a thriving postgraduate community. The campus houses excellent research facilities and a wide range of natural environments. The NERC funded Centre for Population Biology is also based at Silwood, together with a Business Centre.

4. THE FACULTY OF MEDICINE

The Faculty of Medicine is one of Europe's largest medical institutions – in terms of its staff and student population and its research income. It was established in 1997, bringing together all the major West London medical schools into one world-class institution. It maintains close links with a number of NHS Trusts with whom it collaborates in teaching and research activities.

Although on several sites, its academic Schools, Institutes and Departments function as one Faculty, fully integrated within the College. The current Dean, is Professor Gavin Screaton.

Heads of Faculty of Medicine Departments

Department	Head of Department
Department of Medicine	Professor Martin Wilkins
Department of Surgery and Cancer	Professor Jeremy Nicholson
Institute of Clinical Sciences	Professor Amanda Fisher
Institute of Global Health Innovation	Professor the Lord Darzi of Denha
National Heart and Lung Institute	Professor Kim Fox
School of Public Health	Professor Elio Riboli

Campus directors

The Faculty's Campus Directors act as an academic lead at each of our campuses - they are responsible for facilitating development of the campus in line with the Faculty's academic vision, and act as a key point of contact for site partners (including NHS Trusts).

Campus	Director
Charing Cross	Professor Alison McGregor
Chelsea and Westminster	Professor Derek Bell
Hammersmith	Professor Jon Friedland
North West London Hospitals	Miss Joan Pitkin
Primary Care	Professor Azeem Majeed
Royal Brompton	Professor Kim Fox
South Kensington	Professor Zoltan Takats
St Mary's	Professor Mark Thursz

THE RENAL DIRECTORATE

The Imperial College Healthcare NHS Trust Renal & Transplant Centre (ICHNT RTC)

The Renal and Transplant Directorate was formed as a new Clinical Directorate within the management structure of the then Hammersmith Hospitals NHS Trust to support the creation of the ICHNT RTC. The Renal and Transplant Service is part of Division of Medicine

Divisional Director of Medicine and Integrated Care	Professor Tim Orchard
Divisional Director of Operations	Claire Braithwaite
Divisional Director of Nursing	Sally Heyward
Clinical Director for Renal Medicine & Transplantation	Dr Darren Parsons
General Manager	Paula Aubrey

The ICHNT RTC brought together the two existing renal and transplant units within West London previously based at St Mary's Hospital NHS Trust and the Hammersmith Hospitals NHS Trust. Over the previous 10 years, both units developed extensive networks linked with satellite units providing outreach dialysis and outpatient services covering northwest London.

The ICHNT RTC network now consists of 8 satellite dialysis and nephrology outpatient facilities in Watford General, Northwick Park, Central Middlesex, St Charles, Charing Cross, Ealing, West Middlesex Hospitals and the Hayes Satellite Unit. We also run nephrology outpatient clinics and provide in-patient renal support for Chelsea & Westminster, Harefield, Hillingdon and St. Mary's Hospitals and provide renal support for the Marsden and Royal Brompton Hospitals.

The ICHNT RTC is a purpose built state of the art inpatient Renal and Transplant Centre on the Hammersmith Hospital site, which opened in November 2005.

The Centre consists of a 12-bed Level 2 high dependency unit [de Wardener] and 3 other wards (Handfield Jones, Kerr, Peters). Handfield Jones (21 beds) and Kerr (22 beds) are step-down wards both managing a mixed case-load of nephrology, dialysis and transplantation. Peters ward is a 16 bed medium dependency ward. An 18-bed Programmed Investigation Unit was opened in April 2011. There is also a 25-station dialysis unit for higher dependency patients (the Auchin Unit), a clinical research and therapeutic drug monitoring laboratory (the Leslie Brent Laboratory), and a rapid assessment unit (open Monday to Saturday). The kidney and pancreas transplant programme is based in the ICHNT RTC with a dedicated operating theatre within the main hospital.

A renal and transplant outpatient facility is in A Block and there are offices and secretariat complex on the 4th floor of Hammersmith House, again next to the ICHNT RTC. Most renal and transplant laboratory research is carried out within Imperial College facilities on the Hammersmith site and the clinical, translational research is based in the Leslie Brent Laboratory in the ICHNT RTC.

The unification of renal and transplant services around a central base at the Hammersmith site brought together a highly skilled multi-professional team pooling together the considerable amount of existing expertise.

This clinical service draws upon best practice from the previous constituent units enabling the development of common protocols. The configuration of the service allows all patients in West London access to sub-specialist expertise where necessary. Critical clinical mass, an important factor for quality, particularly in transplantation, is being achieved and a centre of excellence has been created in West London, which has the highest incidence of end stage renal failure in the United Kingdom.

The Work of the Department

Service Activity

The Endstage Renal Failure [ESRF] programme:

Dialysis

There are over 1500 patients on Haemodialysis in the 8 satellite centres. We are the largest provider of dialysis in England accounting for approximately 7.3% of activity and are national leaders in clinical outcomes. All centres are directly managed and staffed by the ICHNT RTC with a designated consultant nephrologist and senior nurse manager who collectively take responsibility for the care of patients dialysing in their centre. Our current ERF take on rate is approximately 30 new patients per month and the programme has increased by 5 – 10% per year in keeping with national trends. We are actively planning further expansion in centre numbers.

There is an active and expanding programme for Home Therapies with a dedicated team supporting a peritoneal dialysis programme [CAPD, APD and assisted home peritoneal dialysis] which provides treatment for 75 patients and a home haemodialysis programme for 15 patients. There is a modern and progressive Vascular Access Service, linked to research and development, with dedicated surgical lists, weekly clinics and outreach services to support patients in their satellite units.

Transplantation

We have over 1700 patients with renal, pancreas and renal, and pancreas transplants alone. These patients are followed up in designated clinics on the Hammersmith and St. Mary's sites. Approximately 15 renal transplants are performed monthly (50 - 60% are living donor kidney transplants). There is also an ABO incompatible and highly sensitised patient program. The unit also specialises in surgical high risk live donor kidney transplantation. The unit has National Specialized Services Commissioning Group (NSCG) designation for pancreatic transplantation and performs approximately 15 – 20 simultaneous kidney – pancreas, pancreas after kidney or pancreas alone transplants per year.

Nephrology, vasculitis, predialysis and diabetes

The ICHNT RTC runs nephrology clinics in 13 hospitals – Hammersmith, Charing Cross, St. Mary's, Chelsea & Westminster, West Middlesex, Ealing, Ashford, Central Middlesex, Northwick Park, Watford, Harefield, Hillingdon, and Mount Vernon and also provides renal support for the Royal Marsden and Royal Brompton and Harefield Hospitals.

The Hammersmith Hospital is the site of world renowned vasculitis, lupus and renal pregnancy clinics. There is a specialist diabetic clinic on the Hammersmith site which also optimises the diabetic care of our patients with end stage renal failure. Up to 100 renal biopsies (both native and transplant) are performed by the ICHNT RTC per month with first class processing and reporting (weekends included) overseen by Professor Terry Cook and Dr Candice Roufosse.

Predialysis clinics are based in all main sites and offer palliative care as well as a traditional pre dialysis service with a special emphasis on pre-emptive living donor kidney transplantation.

Imaging

The ICHNT RTC benefits from the Hammersmith's world-renowned interventional radiological expertise with daily radiological lists which include the treatment of renovascular disease and creation or replacement of dialysis access. There is also a separate facility with X ray screening for insertion of venous access lines and peritoneal dialysis catheters on de Wardener ward.

Clinical Governance and Audit

The Directorate participates in all aspects of risk management, quality and safety control, implementation of Trust and National guidelines. Audits are held across the Directorate and at Regional level.

Transplantation and ESRF surgery

There are 5 consultant surgeons responsible for transplantation, access, general and urological surgery for patients with renal failure.

Clinical Staffing

Consultant Physicians:

Dr Damien Ashby	Consultant Nephrologist
Professor Edwina Brown	Consultant Nephrologist
Dr Tom Cairns	Consultant Nephrologist
Dr Rawya Charif	Locum Consultant Nephrologist
Dr Neill Duncan	Consultant Nephrologist and Head of Specialty for Dialysis
Dr Andrew Frankel	Consultant Nephrologist
Dr Jack Galliford	Consultant Nephrologist
Dr Megan Griffith	Reader in Renal Medicine, Consultant Nephrologist Renal Training Programme Director, NW London.
Dr Peter Hill	Consultant Nephrologist and Head of Specialty for Nephrology
Prof Jeremy Levy	Consultant Nephrologist
Prof Liz Lightstone	Professor in Renal Medicine and Consultant Nephrologist and Clinical Lead for Academic Training
Dr Marina Loucaidou	Consultant Nephrologist and Local Renal Training Director
Dr Adam McLean	Consultant Nephrologist
Dr Andrew Palmer	Consultant Nephrologist
Dr Darren Parsons	Consultant Nephrologist and Clinical Director
Professor Charles Pusey	Professor in Renal Medicine and Consultant Nephrologist
Dr Fred Tam	Professor in Renal Medicine and Consultant Nephrologist
Professor David Taube	Consultant Nephrologist

Consultant Surgeons:

Professor Vassilios Papalois	Consultant Transplant and General Surgeon and Head of Specialty for Surgery
Mr Jeremy Crane	Consultant Transplant and Vascular Surgeon
Mr Paul Herbert	Consultant Transplant and General Surgeon
Mr Frank Dor	Consultant Transplant and General Surgeon and Head of Specialty for Transplantation.
Mr Anand Muthusamy	Consultant Transplant and General Surgeon

Post CCT, Registrar Core Trainee and Foundation posts within the Directorate:

4 post CCT Fellows (in interventional nephrology, GN, & transplantation)
3 Academic Clinical Lecturers in Renal Medicine (2 NIHR, 1 matched post)
7 Specialist Registrars [including 2 surgical posts]
4 Trust Research Fellows
4 Trust Clinical Fellows
14 FY2 or CT1/2 Grade Doctors
3 FY1 Doctors

Research staff (not included above):

1 Chief Biomedical Scientist
11 Research Fellows
3 Senior Research Officers
7 Research Assistants/Technicians

Brent laboratory staff:

3 Clinical Scientists

1 MLSO

0.5 MLA

Relationships with other Clinical Directorates and Faculties

The directorate provides clinical care and research links with a variety of other clinical directorates in the Trust, especially ITU, Cardiology, Cardiothoracic surgery, Medicine, Urology, Obstetrics, Endocrinology/ Diabetes and Vascular Surgery.

Training and Education

There are unrivalled opportunities for training in all aspects of renal and transplant medicine, surgery and nursing with flexibility to tailor professional development to individual needs. This extends to the training of professions allied to medicine, such as dieticians, therapists and pharmacists.

There are protected training afternoons held the 3rd Thursday of the month for the renal SpRs. On other Thursdays there is a weekly seminar (Thursday pm) usually conducted by an outside invited speaker, a weekly renal staff round and research forum (Thursday pm), and a hospital grand round (Wednesday lunchtime). Additional, optional, research seminars are run on Thursday mornings.

The ICHNT RTC has a formal Radiological and Pathological MDT on Wednesday mornings and a case review on Thursday evenings. There is a weekly Lupus Clinic Meeting on Wednesday pm

The ICHNT RTC also organises high profile annual post-graduate courses in the fields of transplantation, lupus, haemodialysis, transplant immunology, surgical complications and transplantation pharmacology. The Faculty includes ICHNT RTC Consultants as well as world class invited speakers, are very well attended (participants from the UK and abroad) and always highly evaluated.

The ICHNT RTC also organises regular seminars for patients and their families aiming to improve their understanding of the medical, personal and quality of life issues related to renal failure and transplantation.

Research

The ICHNT RTC development presents an enormous opportunity to create a world-class centre for research into renal medicine and transplantation.

High quality clinical research is facilitated by the co-localisation of basic laboratory and translational research facilities with a clinical service co-ordinated by a single team with access to the largest endstage renal failure programme in the UK and probably in Europe. The close proximity of the extensive Imperial College, MRC, CRC and other facilities on the Hammersmith site further enhances these opportunities.

We have BRC funding to support research in glomerulonephritis, renal transplantation and dialysis. This work is conducted in close collaboration with the Section of Renal and Vascular Inflammation.

Translational Research is actively promoted with 4 groups (transplantation, dialysis, glomerulonephritis, and chronic kidney disease), each with a Chairman and regular progress meetings which are open to all members of the ICHNT RTC and associated scientists.

Genesis of post

Replacement

Duties and responsibilities

The fellow will divide his/her time between clinical work, inpatient and outpatients, (75%) and research/transplant and dialysis access surgery (25%). There will be a degree of flexibility to accommodate the successful candidate's preferences and interest. The appointee will be part of team of 2 SPs two Post-CCT Fellows; a total of 5 advanced surgical transplant and dialysis access trainees.

The Hammersmith Hospital has a very successful clinical record in managing complex renal and pancreatic transplantation as well as dialysis access surgery. This fellowship will provide the successful candidate experience in the management of these conditions and offer an opportunity to partake in translational research.

Clinical duties include ward exposure and the management of in-patients, out-patient clinics, ward rounds, histopathological, radiological and transplant MDT's as shown in the indicative job plan and time table below. The successful candidate's job plan and timetable can be modified to reflect individual and the unit's needs.

Outline Timetable:

A time table is put in place for every week, distributing evenly the duties of the week to the 5 advanced transplant and dialysis access surgery trainees.

	Monday	Tuesday	Wednesday	Thursday	Friday
AM	0815 Grand Round Transplant Surgery list	0800 Dialysis Access Surgery or Urological Surgery list (alternate weeks)	0800 -1100 Radiology and Histology MDT Transplant Surgery list or Pancreas Transplant Clinic	0800 Dialysis Access Surgery list or Complex Transplant Clinic	Dialysis Access Surgery list or Vascular Access Clinic
PM	Transplant surgery list	0800 Dialysis Access Surgery or Urological Surgery list (alternate weeks)	Transplant Surgery list or Living Donor Transplant clinic	1500 Teaching Grand Round 1700 Admissions Meeting and Case Review	Research/Education

Regular meetings: Weekly histopathological, radiological and transplant MDT's. Monthly management meeting and monthly research group meeting according to individuals interests.

On call

The fellow will join a rota with the existing SpRs and Post-CCT Fellows covering the renal middle-grade on-call. The on call supplement is 50% (band 1a) during clinical block (75% of the time) which works out overall as 37.5% of basic salary.

MAIN CONDITIONS OF SERVICE

Imperial College Healthcare NHS Trust issues the contract.

The post holder will be indemnified by the Trust for all NHS work undertaken as part of his/her contract of employment.

The post holder is encouraged to take out adequate defence cover as appropriate to cover him/her for any work that does not fall within the scope of the indemnity scheme (contract of employment).

Hours per week: 40

Salary scale: £30,302pa - £47,647pa

London Weighting: £2,162pa

Trust arrangements for adherence to the EU Working Time Directive are in place.

Clinical Governance and Risk Management

The Trust believes everyone has a role to play in improving and contributing to the quality of care provided to our patients. As an employee of the Trust you are expected to take a proactive role in supporting the Trust's clinical governance agenda by:

- Talking part in activities for improving quality such as clinical audit
- Identifying and managing risks through incident and near miss reporting and undertaking risk assessments
- Following Trust polices, guidelines and procedures
- Maintaining your continue professional development

All Clinical staff making entries into patient health records are required to follow the Trust standards of record keeping.

All staff have a responsibility to report all clinical and non-clinical accidents or incidents promptly and when requested to co-operate with any investigation undertaken.

Information Quality Assurance

As an employee of the Trust it is expected that you will take due diligence and care in regard to any information collected, recorded, processed or handled by you during the course of your work and that such information is collected, recorded, processed and handled in compliance with Trust requirements and instructions.

Freedom of Information

The post holder should be aware of the responsibility placed on employees under the Freedom of Information Act 2000 and is responsible for helping to ensure that the Trust complies with the Act when handling or dealing with any information relating to Trust activity.

Management of a Violent Crime

The Trust has adopted a security policy in order

- to help protect patients, visitors and staff
- to safeguard their property

All employees have a responsibility to ensure that those persons using the Trust and its services are as secure as possible.

Pension Scheme

The post is subject to deduction of superannuation contributions unless a member of staff opts out of the Scheme. Deductions are 6% before pay is assessed for income tax. It is possible in certain circumstances to pay additional contributions to enhance pensionable service; there is also an Additional Voluntary Contribution (AVC) scheme linked to the NHS Pension Scheme.

Health and Safety at Work

- a) It is the duty of every employee while at work not to intentionally or recklessly interfere with anything provided in the interest of health and safety, including anything provided in pursuance of statutory provision.
- b) It is the duty of everyone while at work to take reasonable care of the Health and Safety of themselves and other persons who may be affected by acts or omissions at work.
- c) It is the duty of every employee while at work to co-operate with the employer in ensuring that all statutory and other requirements are complied with.

Statutory Medical Examination

All appointments are conditional upon prior health clearance by the Trust's Occupational Health Service. Failure to provide continuing satisfactory evidence will be regarded as a breach of contract.

Professional Registration/Licence to Practice

Staff undertaking work which requires professional/state registration/licence are responsible for ensuring that they are so registered/licensed and that they comply with any Codes of Conduct applicable to that profession. Proof of registration/licence to practice must be produced on appointment and, if renewable, proof of renewal must also be produced.

Criminal Records Bureau

Applicants for posts in the NHS are exempt from the Rehabilitation of Offenders Act 1974. All applicants who are offered employment will be subject to a criminal record check from the Criminal Records Bureau before the appointment is confirmed. This includes details of cautions, reprimands, final warnings, as well as convictions. Further information is available from the Criminal Records Bureau and Disclosure websites at www.crb.gov.uk and www.disclosure.gov.uk

Equal Opportunities

The Trust believes that all employees have the right to be treated with dignity and respect. Failure to comply with or adhere to the Trust's Equal Opportunities Policy will be treated as misconduct under the Trust's Disciplinary Policy and Procedure

The Trust requires that in return you treat others with dignity and respect and that you do not harass or otherwise discriminate against any other member of staff, patient or visitor to the Trust or employees of any associated employers or contractors of the Trust on the grounds of race, colour, sex, age, disabilities, religious beliefs or sexual orientation.

Fitness to Practice

Prior to making an appointment to a post, the Trust needs to establish if applicants for such positions have ever been disqualified from the practice of a profession or required to practice subject to specified limitations following fitness to practice proceedings by a regulatory body in the UK or in another country, and whether they are currently the subject of any investigation or proceedings by any body having

regulatory functions in relation to health/social care professionals, including such a regulatory body in another country.

Car Parking and Public Transport

There are pay and display and permit holders only car parks at all hospital sites. Information on transport links is available at <http://www.imp.nhs.uk/maps/map.htm>

Security

Employees are required to wear security badges at all times

Variation

The job description gives a general outline of the duties of the post and is not intended to be an inflexible or finite list of tasks. It may be varied, from time to time after consultation with the post holder.

Professional Association/Trade Union Membership

It is the policy of the Trust to support the system of collective bargaining and as an employee in the Health Service you are therefore encouraged to join a professional organisation or trade union. You have the right to belong to a trade union and to take part in its activities at any appropriate time and to seek and hold office in it. Appropriate time means a time outside working hours.

Work Visa/ Permits/Leave to Remain

If you are a non-resident of the United Kingdom or European Economic Area, any appointment offered will be subject to the Resident Labour Market test (RLMT). The Trust is unable to employ or continue to employ you if you do not obtain or maintain a valid Right to Work.

Safeguarding children and vulnerable adults

Post holders have a general responsibility for safeguarding children and vulnerable adults in the course of their daily duties and for ensuring that they are aware of the specific duties relating to their role.

Confidentiality

The post-holder must maintain confidentiality of information about staff, patients and health service business and be aware of the Data Protection Act (1984) and Access to Health Records Act (1990).

Conflict of Interests

You may not without the consent of the Trust engage in any outside employment and in accordance with the Trust's Conflict of Interest Policy you must declare to your manager all private interests which could potentially result in personal gain as a consequence of your employment position in the Trust.

In addition the NHS Code of Conduct and Standards of Business Conduct for NHS Staff require you to declare all situations where you or a close relative or associate has a controlling interest in a business (such as a private company, public organisation, other NHS or voluntary organisation) or in any activity which may compete for any NHS contracts to supply goods or services to the Trust. You must therefore register such interests with the Trust, either on appointment or subsequently, whenever such interests are gained. You should not engage in such interests without the written consent of the Trust, which will not be unreasonably withheld. It is your responsibility to ensure that you are not placed in a position which may give rise to a conflict of interests between any work that you undertake in relation to private patients and your NHS duties.

Code of Conduct

All staff are required to work in accordance with the code of conduct for their professional group (e.g. Nursing and Midwifery Council, Health Professions Council, General Medical Council, NHS Code of Conduct for Senior Managers).

Infection control

It is the responsibility of all staff, whether clinical or non-clinical, to familiarise themselves with and adhere to current policy in relation to the prevention of the spread of infection and the wearing of uniforms.

Clinical staff – on entering and leaving clinical areas and between contacts with patients all staff should ensure that they apply alcohol gel to their hands and also wash their hands frequently with soap and water. In addition, staff should ensure the appropriate use of personal protective clothing and the appropriate administration of antibiotic therapy. Staff are required to communicate any

infection risks to the infection control team and, upon receipt of their advice, report hospital-acquired infections in line with the Trust's Incident Reporting Policy.

Non clinical staff and sub-contracted staff – on entering and leaving clinical areas and between contacts with patients all staff should ensure they apply alcohol gel to their hands and be guided by clinical staff as to further preventative measures required. It is also essential for staff to wash their hands frequently with soap and water.

Staffs have a responsibility to encourage adherence with policy amongst colleagues, visitors and patients and should challenge those who do not comply. You are also required to keep up to date with the latest infection control guidance via the documents library section on the intranet.

No Smoking

The Trust operates a non-smoking policy.

Preliminary Visits

Candidates may discuss the post and arrange visits with the Consultant Transplant Surgeons:

Professor Vassilios Papalois, Head of Specialty for Surgery, vassilios.papalois@imperial.nhs.uk

Mr Frank Dor, Head of Specialty for Transplantation, frank.dor@imperial.nhs.uk

Mr Jeremy Crane, Surgical Lead for Education and Training, jeremy.crane@imperial.nhs.uk

Mr Paul Herbert, paul.herbert2@imperial.nhs.uk

Mr Anand Muthusamy, anand.muthusamy@imperial.nhs.uk

Application

Please apply online

Recruitment Contact

Mrs Giang Tran
Medical Recruitment Officer
Imperial College Healthcare NHS Trust

Tel: 0203 311 5342

Email: Giang.Tran@imperial.nhs.uk