

Job Description

1. Post Title – Hospice Consultant

Responsible to	Medical Director
Salary Band / Grade	as per NHS consultant pay scales
Full/Part Time	Full time (10 pa's week plus on call).

Background

Prospect Hospice provides a broad range of End of Life Care services across Swindon and North East Wiltshire. Our care is delivered in our 15 bed In-Patient Unit, Day Hospice, Great Western Hospital and patients' homes. "During the time of Covid 19" we have 6 IPU beds open to allow all patients to be cared for in single rooms. It also enables us to provide more care for those being cared for in the community.

The Hospice has an outstanding local reputation and is committed to ensuring that the patients and families we provide comfort and care for each year continue to receive an exceptional level of support towards the end of their lives as well as helping to influence and enhance best practice in End of Life Care with other providers.

Prospect Hospice

Prospect Hospice is an independent hospice supporting a community of 300,000 people in Swindon, Marlborough and North Wiltshire, and the villages of Lechlade and Fairford in Gloucestershire. It is the only dedicated provider of specialist end of life care services within its locality.

The Hospice's multi-professionals teams support people in the community, in care homes, at the Great Western Hospital and Primary Care Trust at the Hospice in Wroughton. Care is also extended to the families and friends of patients.

Prospect Hospice seeks to provide and influence excellent care, support and understanding at the end of life through the following services:

- Specialist palliative care services for patients with advanced life limiting illness, and the adults and children who are close to the patient
- Supportive end of life care services for patients who have been diagnosed with an advanced life limiting illness and the adults and children who are close to the patient
- Advice, support and education to patients, families, communities and organisations, as well as to health and social care professionals requiring assistance in responding to service users needs with respect to life limiting illness, death and loss

Prospect Hospice's patient services, through its care and advice, support and education will:

- Enable the patient to have the best possible quality of life in the time left by responding appropriately to their physical, emotional and spiritual needs

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- Minimise the distress associated with symptoms including pain
- Maximise confidence, coping and independence
- Enable the patient to remain where possible in the comfort of their own home
- Offer a support system to family members during the patients illness and into bereavement
- Disseminate best practice in palliative and end of life care to other health care and social care professionals through joint working, mentoring, education and training.

Prospect Hospice is a registered charity. Less than 30 per cent of income comes from statutory organisations such as the NHS. The hospice is situated in Wroughton, immediately south of Swindon and about 4 miles from The Great Western Hospital.

In-patient services

The in-patient unit has 15 beds and is currently configured for 6 beds due to Covid-19.

Patients on the in-patient unit are supported with medical imaging, pathology, blood transfusion and pharmacy services from the Great Western Hospital. Investigations and interventions are requested directly from the hospital by the palliative medicine consultants. There is an IT link to view patient medical records and results at Great Western Hospital.

The unit supports an active approach to medical management where this is indicated. Routine activity includes the provision of blood transfusions, intravenous antibiotics and intravenous bisphosphonates.

The medical and nursing services provided through the in-patient unit are supported by a skilled multi-professional team and trained volunteers.

Community services

There is a team of 10 WTE Prospect Nurse Specialists who provide an out-reach service to the community. The team works on a geographical basis allied to groups of general practices, and offers focused care for the patients and their carers during the course of the illness. These services provide a 9am-5pm 7 day service including face to face assessments if required.

The community service is supported by a Hospice Consultant and the wider multi-professional team. This includes out-patient services, day hospice and a hospice at home service.

Great Western Hospital

Prospect Hospice has a strong relationship with the Great Western Hospital, and currently provides an in-reach palliative care service comprising 4 WTE of CNS time. The in-reach service is also supported by a full time Consultant in Palliative Medicine who is employed by the Trust. The team provides a weekday 9-5 advisory service to support the care of adult patients across the Trust.

The development of an integrated end of life service will require the Consultant at Great Western Hospital and Prospect to continue to work closely together to support this process.

The Great Western Hospital is a relatively new hospital, with up to date facilities. There are 450 beds. The Trust provides general planned and emergency services to the local populations of Swindon and North Wiltshire and to parts of Gloucestershire, Oxfordshire and West Berkshire covering a population of 340,000.

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Medical Oncology is provided by an acute oncology team. Clinical Oncologists from the Oxford Cancer Centre provide consultant clinical oncology services. The majority of chemotherapy is administered locally in a dedicated day treatment centre and all radiotherapy and some complex solid tumour chemotherapy is provided in Oxford. There is a dedicated 10 bed haematology/oncology ward (Dove Unit).

Medical staffing

The appointee will join a medical team, which consists of:

- 1 Medical Director
- 1 Hospice Consultant – on call to be agreed
- 4 PT Specialty Grade Doctors equating to 1.6 wte
- 2 full time GPST1 6 month rotational posts, 1 based at Prospect Hospice and one at Great Western Hospital

On inpatient unit ward rounds, Consultants are routinely accompanied by junior medical staff.

Only one member of the junior medical team may be on leave at any one time. There is no expectation that the consultant will 'act down' to provide cover to the unit, apart from in exceptional circumstances.

Other patient services departments

- In-patient unit supported by 24 hour nursing care which is led by a dedicated nurse manager.
- Day Therapy Unit which opens 3 days per week for a range of supportive and therapeutic care.
- Family support comprising specialist social work, carers support, welfare and benefits advice, clinical psychology and bereavement care
- Therapy services including physiotherapy, occupational therapy, dietitian and lymphoedema management. These services may be accessed by both inpatients and outpatients
- Chaplaincy services are currently provided by a team of local volunteer chaplains.
- Hospice at home service which provides direct support for patients in the community by enhancing other statutory care services. It is staffed by registered nurses and healthcare assistants. It is used for planned respite care, end of life care, hospital admission avoidance and crisis care.
- Complementary therapy is available to support inpatients, outpatients, day hospice patients and carers.
- The hospice provides 24/7 telephone advice to patients, carers and professionals through its Advice Line. Clinical Nurse Specialists cover this seven days/week, 9am-5pm. Out of hours the advice is provided by in-patient unit nursing staff in the first instance. The medical team are available to support this provision when needed. Out of hours calls from professionals which can not be managed by nursing staff are directed to the doctor providing on-call cover, with access to consultant advice when required.

Senior Leadership Team

- Chief Executive
- Medical Director
- Director of Services
- Director of Finance
- Director of People
- Director of Community Development

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Resources at Prospect Hospice

The appointee will have a shared desk and a computer in a shared office at Prospect Hospice. Remote IT access is available. Secretarial support will also be provided by the Executive administration team at Prospect Hospice.

2. Main purpose & scope

The post holder will:

- Provide robust consultant care, advice and support across community and hospice in-patient care settings.
- Medical clinical responsibility for hospice in-patients
- Contribute as a senior member of the patient services team, liaising with the other medical consultants, in-patient unit manager and other service department managers to ensure a seamless and integrated service for patients and families.
- Promote good communication, information and integration of services for patients and their carers.
- Provide medical on-call services including out of hours advice line.

Clinical governance

The post holder will:

- Participate and contribute to relevant local, regional and national clinical governance programs relevant to the hospice and hospital settings, including undertaking at least one audit / year and supervising junior doctors in undertaking audit.
- Demonstrate a commitment to Continuing Professional Development and embrace opportunities to engage with local and regional networks. These may include regional palliative care physicians groups.
- Promote evidence based practice and use of clinical guidelines.
- Actively contribute to the development of local clinical guidelines.
- Contribute to the development of hospice strategy through engagement and involvement.
- Work to enhance and develop palliative care services including out-patient services based at Prospect Hospice Well Being Centre in Marlborough. This is under review.
- Participate fully in revalidation. The consultants' designated body is Prospect Hospice. Responsible Officer services are provided by agreement by the Great Western Hospital which includes provision of an electronic appraisal documentation system including to support of 360 degree assessments and patient surveys.

Education, training and influence

The post holder will:

- Contribute to the design and delivery of a broad range of influencing and education initiatives.
- Provide teaching for doctors in training at Prospect Hospice.
- Support the supervision of the medical team on the in-patient unit including review and appraisal and undertaking the role of clinical supervisor for one of the ST1 doctors.

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Research

The post holder will be encouraged to engage in research opportunities which arise.

The on-call commitment involves availability to provide telephone advice to the in-patient unit or to professionals from other organisations, for example On-call commitment is subject to review at this present time.

We currently trialling a contract 'Supportive Care' company to provide on call cover from 5pm to 9am – week days and 24/7 at weekends. This company provides NHS palliative care consultant out of hours telephone support.

the primary care out of hours or hospital doctors. The first on-call doctor will escalate these calls when needed. There is no requirement to provide telephone advice directly to patients or carers or to attend the in-patient unit or provide face to face reviews in other settings. Calls to the consultants when working in this capacity are unusual.

Consultant on-call work involving being able to attend the hospice if needed involves on-call weekends and on-call weekdays with prospective cover. This is second on call to the ST1 doctor and is largely telephone advice.

The inpatient unit routinely admits patients at weekends 9am-2pm. The unit does not currently accept out of hours admission.

Consideration will be given to time off in lieu should unpredicted emergency work be undertaken.

3. Key accountabilities and areas of responsibility

See above

4. Key Contacts

Accountable and reporting to:

- The post holder will report to the Medical Director
- The post holder will be supported in having a mentor. The post holder may wish to determine who this will be, however they will be enabled to find a suitable mentor locally if this is required.

Other key contacts

- Chief Executive
- Board of Trustees
- Directors /Heads of corporate functions and senior managers across the organisation
- Stakeholders / Partners

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5. Conditions of Service

The post holder will be given a contract with pay, terms and conditions of service which reflect most elements of the National NHS terms and Conditions of Service (Consultants (England) 2003). The contract is available on request.

- The Hospice supports the requirements for continuing medical education as laid out by the Royal college of Physicians and is committed to providing the time and financial support for these activities. Study leave provision is 30 days over a 3 year period
- Only one Consultant may take annual leave at any one time. The consultants will cross-cover each others commitments by providing a trouble shooting service. This will for the most part involve telephone advice. However on occasion it may be necessary to attend to see patients in their usual residence in the community within normal working hours.
- The post holder must reside within a 1 hour drive of Prospect Hospice.

It is the post holders responsibility to familiarise themselves with agreed Prospect Hospice policies and procedures and adhere to these.

The post is subject to pre employment checks such as criminal records bureau clearance (DBS), occupational health, visa clearance (where applicable) and satisfactory references.

Consultants unable to fulfil the professional activity requirements of the post for personal reasons will be eligible to be considered for this post. This post is open to candidates who wish to job share.

The successful applicant must be either on the Specialist Register or within six months of being eligible for inclusion on the Specialist Register in the appropriate specialty at the time of the interview.

The successful applicant will be required to be registered with the General Medical Council throughout the duration of employment and to comply with and abide by the relevant code of practice.

The post holder will be expected to have appropriate personal medical indemnity.

The job plan is provisional. The job plan will be subject to regular review with the Consultant (Lead). It is recognised that much of the work is demand led. A flexible approach is therefore required.

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Person Specification

6. Skills, Knowledge & Experience

REQUIREMENTS	CRITERIA	Essential (E) or Desirable (D)
Qualifications	<ul style="list-style-type: none"> • Primary medical qualification • MRCP or equivalent • Full GMC registration • Higher degree (e.g. MA, MSc, PhD, MD) 	E E E D
Clinical Experience	<ul style="list-style-type: none"> • Minimum 5 years' experience in palliative medicine working at a grade of Associate Consultant or above • Experience in working effectively within a specialist palliative care unit / hospice and within a multidisciplinary team • Ability to undertake palliative care assessments in a variety of settings including hospice, outpatient clinics, hospital wards and in patients homes • Ability to provide palliative care advice and support to other healthcare professionals in the hospice, hospital and community settings • Ability to take full and independent responsibility for clinical care of patients • Sub-specialist interest 	E E E E D
Management Administration	<ul style="list-style-type: none"> • Demonstrate ability to manage priorities • Understanding and experience of all aspects of Clinical Governance • Evidence of management/ leadership skills training • Computer literacy • An understanding of voluntary sector hospice funding and management. • Current agendas within the NHS which have a bearing on the strategic vision of Specialist Palliative Care. 	E E E E E D
Teaching and Research	<ul style="list-style-type: none"> • Experience of teaching, including doctors and medical students 	E

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	<ul style="list-style-type: none"> • Experience of multidisciplinary teaching • Experience of research and ability to apply outcomes to clinical practice 	E D
Personal Attributes	<ul style="list-style-type: none"> • Committed to the ethos of hospice care and capable of fulfilling an effective ambassadorial function • Ability to build effective internal and outward facing relationships across commissioning and health and social care • Enthusiasm, motivation and commitment to the development of hospice and palliative care services • Ability to cope and be resourceful in sometimes challenging and stressful situations • Caring and empathic approach with patients and families • Ability to communicate effectively with patients, relatives, hospital staff, GPs and other agencies • Commitment to Continuing Medical Education • Flexible approach to working 	E E E E E E E
Other Requirements	<ul style="list-style-type: none"> • Car driver with access to own car for work purposes, including business insurance • Ability to undertake travel requirements of post 	E E

IMPORTANT ADDITIONAL INFORMATION

The line manager will discuss all elements of the job description with the postholder on an annual basis during appraisal, recognising that some elements may be developed.

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