

Job Plan

Name:	Consultant in General Internal Medicine
Primary Speciality:	Medicine

Job Content

The GIM team manages 80-130 GIM patients across the trust: the patients are based primarily on 2 wards but there are patients across other non-medical wards. The 4 seniors on the team effectively divide up the work so that the seniors rotate around the base wards and the non-medical wards: mornings are largely ward based (business ward rounds).

The team has increasing responsibility for managing medical issues on the surgical wards and are keen to introduce a surgical liaison service more formally when they have the appropriate resource. They also take acute GIM patients from Acute Medical Unit and are keen to forge a closer relationship with the acute corridor when resource allows. There may be sessions more specifically designated to this work. Whilst the seniors on the current team are all GIM consultants there is the option for hybrid GIM / Specialty jobs such as Renal / Cardiology / Respiratory or OPM and so time would be made available for e.g., a speciality clinic as appropriate. The team is keen to maintain close links with OPM and share appropriate resource. The consultants work flexible timetables to facilitate individual absences while delivering consistent patient care as a team as well as flexing for colleagues developing portfolios – which is actively encouraged and supported.

Given there are 10 juniors per day and 3 Registrars working on the firm, (the juniors are SHO level currently though there will be a FY1 allocated from next summer 2023), there will be time set aside mostly in the afternoons for educational supervision/ Appraisal and of course Governance. Given the large numbers of patients, applicants with an interest in these areas are encouraged as are applicants who have ideas to deliver a robust GIM service across the trust from the front door to post surgery to de-escalation and the team now also manage the cohort of MFFD patients. There is a weekly MDT for the team with input from the GPs to discuss complex discharges and the team are also looking at how they might help with safety netting and suspended discharges and linking with what the community provides.

The GIM team are a useful platform for Clinical attachments and to help support new recruits to the NHS system and the team has much interest in medical education at every level. The firm also help support education for nurses and are actively encouraging Medical Allied professional roles with Medical technicians/ Clinical Associates and ACPs.

Weekend Work

Weekend ward rounds are currently supported both by current seniors in the team and by locum shifts but the hope is that weekend work will be managed by a rota made up of seniors from the team.

The allocation of 2 PAs for SPA assumes commitment to a variety of teaching, organisational and managerial roles; supplementing other clinical activity (such as a specialist clinic) may be available by negotiation.

An example of a current timetable is given below for 10 PAs. The opportunity to work up to an additional 2 PAs may be available by negotiation.

Time will be expected to be taken for lunch at the end of the morning session or at the beginning of the afternoon session whichever is deemed the most appropriate by the clinician.

Secretarial support will be provided and also business management resource.

Day	Time	Location	Category (DCC/SPA)	Work	Hours/PA's
Monday	08:30-14:00	Wards – QAH	DCC	Ward Round and Admissions Admin as time allows	5.5
Tuesday	08:30-12:30	Wards – QAH	DCC	Patient related Administration	4
	13:30-16:00	Outpatients – QAH	DCC	Outpatient Clinic	2.5
Wednesday	08:30-13:00	Wards – QAH	DCC	Ward Round & 1 hour MDT	4.5
	13:30-17:30	Education Centre – QAH	SPA	CPD/ Revalidation	4
Thursday	08:30-12:30	Wards – QAH	DCC	Ward Round and Admissions	4
	13:30-16:30	Flexible	SPA	Teaching/Clinical Management/Trainee assessment/Service improvement CPD as time allows	4
Friday	08:30-17:00	Wards – QAH	DCC	Ward Round and Admissions	8.5
Saturday	08:30-16:30 (1 in 8 weekends)	Wards – QAH	DCC	Ward Round and Admissions	3
Sunday	08:30-16:30 (1 in 8 weekends)	Wards – QAH	DCC	Ward Round and Admissions	
Additional agreed activity to be worked flexibly					
Predictable emergency on-call work					
Unpredictable emergency on-call work					
Total Hours					40

Total PAs					10
------------------	--	--	--	--	-----------

SUMMARY OF PROGRAMMED ACTIVITY	Number
Supporting Professional Activities	2:00
Direct Clinical Care (including unpredictable on-call)	8.00
Other NHS Responsibilities	
External Duties	
TOTAL PROGRAMMED ACTIVITIES	10.00

1. OBJECTIVES – TRUST, SPECIALTY AND PERSONAL

Objectives (and for Specialty and Personal, how these will be met)

Trust

1. Ensure that, based on the needs of the patients and their families, care is delivered to the highest standard, always maintaining the patient's dignity. Wherever possible, the aim is to promote independence and restore healthy living.
2. Assist in establishing and maintaining a high- quality environment for patients and staff, which delivers excellent care to patients and supports the achievement of all local and national access targets.
3. Through personal leadership and influence, contribute to maintaining the highest standards of clinical and environmental hygiene, to assure infection control standards and eliminate hospital acquired infections.
4. Assist in promoting and developing the culture of a learning organisation, that is fully committed to providing excellence in both health and customer care, and to providing continuous improvement.
5. Participate in Continuous Professional Development, thus enabling the Trust to enhance its reputation for high quality education, learning and development, and research.
6. Use all resources wisely and promote a culture of value for money and return on investment.

Specialty

1. Contribute to service improvement including involvement in the departmental and Trust audit programme

Personal

1. To fulfil college and CPD requirements
2. Keeping up to date in areas of specialist interest
3. To participate in essential and mandatory training
4. Contribute to the team working within the department

2. SUPPORTING RESOURCES

Facilities and Resources required for the delivery of duties and objectives	Description
1. Staffing support	<ul style="list-style-type: none">• Junior medical staff including middle grades• Ward nursing staff and Matron• Secretary and CSC business support staff
2. Accommodation	<ul style="list-style-type: none">• Adequately equipped shared office with desk, telephone, computer with internet access.• Access to printer, photocopier and fax.• Suitably equipped out-patient consulting rooms• Access to drinking water and beverage facilities• Conveniently located secure car parking with 24 hour access
3. Equipment	<ul style="list-style-type: none">• Access to internet in office, outpatients and inpatient wards• Library and database links• Access to confidential telephone and fax facilities• Teaching, training and simulation equipment
4. Any other required resources	

3. ADDITIONAL NHS RESPONSIBILITIES AND/OR EXTERNAL DUTIES

Specify how any responsibilities or duties not scheduled within the normal timetable will be dealt with:

'Time off in lieu' clarification is as follows...

1 day of time off (2 PAs) will be accrued for every 8 hours worked before 7pm weekdays

1 day of time off (2 PAs) will be accrued for every 6 hours worked after 7pm weekdays

1 day of time off (2 PAs) will be accrued for every 6 hours worked at weekends

4. OTHER COMMENTS AND/OR AGREEMENTS

Detail any other specific agreements reached about how the job plan will operate (for example, with regard to Category 2 fees, domiciliary consultations and location flexibility):

Nil

5. AGREEMENT

Doctor:	
Name	
Signature	
Date of Agreement	
Clinical Director:	
Name	

Signature	
Date of Agreement	