

Consultant Job Plan

Name:	Consultant Anaesthetist with an interest in Major General
Primary Speciality:	Anaesthesia

Job Content

		JOB PLAN					
Day	Time	Location week A	Location week B	Location week C	Location week D	Category (DCC / SPA)	Hours / PAs
Monday	07:30-12:30	SPA	SPA	SPA	SPA	SPA	8 hours / 2 PA
	12:30-17:30	SPA	SPA	SPA	SPA		
Tuesday	07:30-12:30	Off	Float	Off	Float	Off / DCC	10 hours / 2.5 PA
	12:30-17:30	Off	SHCU	Off	SHCU		
Wednesday	07:30-12:30	Float	E12 Gynaecology	D7 Gynaecology	Float	DCC	10 hours / 2.5 PA
	12:30-17:30	Float	E12 Gynaecology	D7 Gynaecology	Float		
Thursday	07:30-12:30	E12 Urology	D1 Colorectal	E12 Urology	D1 Colorectal	DCC	10 hours / 2.5 PA
	12:30-17:30	E12 Urology	D1 Colorectal	E12 Urology	D1 Colorectal		
Friday	07:30-12:30	Float	Off	Float	Off	DCC / Off	0
	12:30-17:30	Float	Off	Float	Off		

Predictable Emergency on-call work	-	-	-			Emergency DCC	3 hrs / 0.75 PA's
Unpredictable Emergency on-call work	-	-	-			Emergency DCC	
Total Hours							41
Total PA's							10.25

SUMMARY OF PROGRAMMED ACTIVITY	Number
Direct Clinical Care (including unpredictable on-call)	8.25
Supporting Professional Activities	2
Other NHS Responsibilities	0
External Duties	0
TOTAL PROGRAMMED ACTIVITIES	10.25

1. ON-CALL AVAILABILITY SUPPLEMENT

Agreed on-call rota (e.g. 1 in 5):	1 in 20
On-call supplement (%):	A at 3%

2. 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, maintaining the patient's dignity at all times. 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

Maximising patient safety at all times

1. Be led by Trust and Department clinical guidelines and policies and make **patient safety our highest priority**
2. Report adverse incidents and respond in a timely way to incident panels and Serious Adverse Incidents (SIRIS)
3. Take responsibility for keeping up to date and acting upon actions agreed at Department Clinical Governance Meetings
4. Contribute constructively to debates about shaping anaesthetic on-call to meet the needs of emergency pathways
5. Contribute to Trust Mortality & Morbidity reviews

Work with colleagues inside and outside the Department to provide a high quality service with an excellent reputation across the Trust and beyond

1. Be responsible for keeping a healthy work life balance and maintaining personal welfare (AAGBI) and promoting this ethos amongst others
2. Become 'Employer for Choice' for anaesthetic trainees leaving placements in and outside the Wessex Region
3. Monitor colleague satisfaction with anaesthetic services, collect plaudits and respond timely and appropriately to complaints
4. Develop and promote services we provide: Acute Pain, Regional, Airway, Paeds, Surgical High Care Unit, Simulation, Research, Training and POA
5. Contribute towards the CHAT CSC and Departmental business planning cycle to develop new and innovative ways of working
6. Continue involvement and engagement with ACSA external review process and accreditation

Treat colleagues, patients and visitors with respect and consideration to help maximise their satisfaction with their experiences of the Trust

1. Treat all colleagues with **respect and dignity** whatever their department, profession, role or grade

2. Work with colleagues inside and out of the department to create patient centered clinical pathways and use best available evidence to improve patients' experience and outcome
3. Be flexible to cover colleagues absence and facilitate training opportunities for trainees
4. Respond to patient complaints in a timely and open manner and learn from the issues raised
5. Treat incident or near misses as **valuable opportunities to learn**

Work with members of the theatre and other clinical teams in ensuring prompt starts and best use of operating lists and other clinical sessions

1. Be punctual for the start of lists or communicate with the teams if you are going to be late or unwell
2. Minimise the loss of clinical sessions following nights on-call
3. Work with colleagues to optimise the Pre-Operative Assessment process to minimise cancellations on the day of surgery
4. Adopt techniques or technology to reduce expenditure on drugs and other equipment
5. Contribute to the delivery of **Cost Improvement Programmes** and CQUIN targets where anaesthetics has an input

Contribute through the Anaesthetic Department governance process to the development and maintenance of a high quality anaesthetic service

1. Engage in the CGM and other departmental structures to maximise learning form the CGM meetings
2. Contribute to and support research and audit in the department and elsewhere in the Trust
3. Contribute to the development of services or raising of concerns using the recognised Departmental committees and structures

Personal

1. Continued expectation for individuals to be flexible and adaptable in line with service requirements.
 - Expectation that all individuals aim to have 25% of their job plan as a 'float'
2. Maintain the wellbeing of the staff within our department by ensuring openness and transparency as well as being supportive and helping identify those at risk. Helping to maintain a good work life balance and making the department and enjoyable place to work.
3. Actively look at ways to support the department in developing or identifying new services including technology and innovative ways of working.
4. Develop a plan for succession in your key role/s.
5. Continued involvement in maintaining our ACSA accreditation standards.
6. Setting 5-year career objectives and identifying how the Department & Job Planning can support you with achievement.
7. Continue to consider ways of improving your individual efficiency and productivity including an awareness of the cost implications.
8. Support the implementation of the AA Programme, by contributing to education and governance.
9. Support the DEED methodology introduced by the Trust and consider how you can contribute to delivery of the True North Metrics.

3. SUPPORTING RESOURCES

Facilities and Resources required for the delivery of duties and objectives	Description
Staffing support	• Resident junior staff (SPR or SHO) for theatre and unit work • Dedicated trained assistance for each anaesthetic • 24 hour staffed recovery team • All other facilities as recommended by AAGBI, RCoA and CNST • Adequate secretarial support for Consultants and Trainees • Acute Pain Service • Audit support staff • All predictable staff vacancies advertised in advance of vacancy to provide handover period if necessary and where possible
Accommodation	• Office accommodation (as recommended in PHU Contract Implementation document 2003) • Meeting room to accommodate whole department with AV facilities • Conveniently located secure car parking with 24 hour access • Access drinking water and beverage facilities • Adequate sized theatre changing rooms • Secure locker available for use each theatre session • A constant supply of all sizes of theatre clothes and footwear • Windows in theatres/recovery/units if possible
Equipment	• Computer and IT facilities according to NHS IT Policy • Access to Internet in units/theatre/department • Access to up-to-date software not less than 2 years old • Access to confidential telephone facilities • Teaching, training and simulation equipment • Theatre equipment and simulation equipment • Theatre equipment to AAGBI recommendations • Adequate fiberoptic intubation equipment each theatre suite • Near patient testing equipment
Any other required resources	• Appropriate facilities for preoperative assessment • Anaesthetic rooms where appropriate • Adequate ITU/HDU facilities • Access to laboratory facilities • Study leave fully funded • Appropriate junior support in specialities with training commitments

4. ADDITIONAL NHS RESPONSIBILITIES AND/OR EXTERNAL DUTIES

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

5. 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):

6. AGREEMENT

Doctor:	
Name	
Signature	
Date of	
Agreement Clinical	
Director: Name	
Signature	
Date of Agreement	