

## Consultant Job Description

**Grade:** Consultant Histopathologist

**Department:** Cellular Pathology

**Reports to:** Clinical Lead

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### Job Summary:

Portsmouth Hospitals NHS University Trust is seeking a Consultant Cellular Pathologist to join the existing team of 17 Consultants and 3 Specialist Doctors, supporting a wider Histopathology team including two Consultant Biomedical Scientists (who are also Advanced Dissection Practitioners), a further 3 qualified Dissection Practitioners, including 2 now undertaking further specialist training in breast and GI, and 1 Dissection Practitioner in training.

We are a team proud of the service we provide to our patients and the surrounding areas, performing specialist reporting of all major cancer resections, renal and liver biopsies, as well as a wide range of complex and routine specimens.

We take a collaborative approach to working, with a “pool” that is “pulled” alongside specialist reporting. An interest in breast, skin and GI is desirable, but we are a flexible department.

We also understand the importance of development, and we promise opportunities for candidates to develop specialist interests within the team, including developing academic links with the University of Portsmouth. Due to the Southern Counties Pathology Network, there are management opportunities within Pathology for those interested.

Over recent years we have seen significant investment in our infrastructure – with all laboratory equipment being replaced in the last year as part of a network wide managed service contract. Voice recognition is in use, and our LIMS is being updated as part of a major project to advance the Southern Counties Pathology Network.

The Histopathology team here at Portsmouth are excited to be implementing digital pathology as part of a network-wide initiative with state-of-the-art scanners installed and increased opportunities for homeworking on the horizon. We are searching for a Consultant ready to work with us in developing our vision.

There is no commitment to performing post-mortems in this post, however, we would happily support those interested in contributing to leading this service, specifically by providing DCC time for supervising trainees.

Ideally, you will have full GMC registration and be on the specialist register, or within 6 months of being included. You will also be a fellow of the Royal College of Pathologists or have completed a period of training and education in Histopathology, recognised by the GMC.

Here at Portsmouth, we understand the importance of working flexibly and so would welcome both full time and part time applications.

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**Key Responsibilities:**

There is one position available, to join our existing team of 17 Consultants and 3 Specialist Doctors.

The successful candidate will be responsible for the dissection and reporting of the cases of chosen specialist areas. There may also be a requirement to report non specialist general cases. An interest in breast and skin pathology is advantageous.

The PHU Histopathology service receives requests that cover a wide spectrum of pathology including: General Surgery, Colorectal (including Bowel Cancer Screening), Breast (also Breast Screening cases), Dermatology, Respiratory, Head and Neck, Gynaecology, Ophthalmology, Endocrine, Orthopaedics, Diagnostic and Transplant Renal Biopsies, Soft Tissue Tumours, Urology and Endoscopic and CT guided biopsies. Approximately 22% of the requests are received from General Practitioners with approximately 78% of requests being generated from within the Trust.

The Cytology workload includes pleural, ascitic and synovial fluids, gastrointestinal, bronchial and biliary tract brushings, sputa, EBUS and EUS aspirates, fine needle aspirates of breast, lymph node, thyroid, salivary gland, ovarian cysts, intra-abdominal masses and soft tissue tumours, urine and CSF cytology. A rapid reporting service is provided by three Head and Neck Pathologists for the one-stop neck lump clinic.

The appointee will be expected to participate in multidisciplinary team meetings in their chosen areas of specialist interest.

There is a frozen section service for all specialities, and the successful candidate may be asked to participate in a daily 'duty' rota with other pathologists to cover frozen sections and unexpected clinical enquiries.

An essential requirement of this post is for the successful candidate to be able to interact and work successfully as part of a team in Cellular Pathology and as a member of a wider multidisciplinary team.

The appointee will have the opportunity to participate in the post-mortem rota at Queen Alexandra Hospital and there will be full and equal opportunity to perform post-mortems for HM Coroner subject to approval by the Coroner if they wish, however, there is no commitment to perform post-mortems.

Teaching and supervision of trainee pathologists is a requirement of this post, and the appointees will be expected to contribute to regular combined Cellular Pathology teaching meetings. Currently the department has four trainees on rotation from Wessex Training School and additional trainees may come to Portsmouth to undertake short attachments. In addition, there may be opportunities to teach on the Wessex Cellular Pathology Course held in Southampton or contribute to the Histopathology Training School in Southampton. The department support Pathologists to develop essential skills to become a trainer.

Appointees will be required to participate in relevant EQA schemes including the Wessex General Histopathology EQA scheme, a yearly performance review, and to register with a Continuing Professional Development Scheme, e.g. Royal College of Pathologists Scheme.

The department is keen to support any candidate with a desire to develop leadership and management skills by offering the opportunity to take on a clinical lead role, giving a chance to make a real difference and shape the future direction of the service.

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## Person Specification

### Qualifications

- Full and specialist registration (and a licence to practise) with the General Medical Council (GMC) (or be eligible for registration within six months of interview)
- Applicants that are UK trained must ALSO be a holder of a Certificate of Completion of Training (CCT), or be within six months of award of CCT by date of interview
- Applicants that are non-UK trained, will be required to show evidence of equivalence to the UK CCT.
- FRCPATH or show evidence of equivalent
- MBBS, MBChB or equivalent

### Clinical Experience

- Training and wide experience in diagnostic pathology, sufficient to practice independently.
- Ability to work within multidisciplinary teams.
- Ability to negotiate and innovate would be desirable.
- Publications, prizes and honours are desirable.
- Able to organise oneself and prioritise clinical need.
- Understanding of NHS, clinical governance and principles of research.
- Evidence of participation in audit
- Good communication skills, written and oral.

### Skills & Knowledge

- Good knowledge of and ability to use both spoken and written English.
- Ability to communicate.
- Ability to work effectively with good time management skills, able to prioritise clinical need.
- Ability to take responsibility and provide leadership where appropriate.
- Ability to work in a team environment and to develop effective working relationships on an individual and multidisciplinary basis with all levels of staff.
- Understanding of clinical risk management
- Able to demonstrate appropriate level of clinical knowledge

### Other

- Participation in Continuing Professional Development (CPD) and where relevant, evidence of participation.
- Knowledge and use of evidence-based practice
- Knowledge of audit, governance and clinical research
- IT skills
- Effective, confident presentation ability
- Logical thinking, problem solving and decision making.

### Working Together For Patients with Compassion as One Team Always Improving

**Strategic approach** (clarity on objectives, clear on expectations)

**Relationship building** (communicate effectively, be open and willing to help, courtesy, nurtures partnerships)

**Personal credibility** (visibility, approachable, backbone, courage, resilience, confidence, role model, challenge bad behaviour, manage poor performance, act with honesty and integrity)

**Passion to succeed** (patient centred, positive attitude, take action, take pride, take responsibility, aspire for excellence)

**Harness performance through teams** (champion positive change, develop staff, create a culture without fear of retribution, actively listen and value contribution, feedback and empower staff, respect diversity)

Job holders are required to act in such a way that at all times the health and well being of children and vulnerable adults is safeguarded. Familiarisation with and adherence to the Safeguarding Policies of the Trust is an essential requirement for all employees. In addition, all staff are expected to complete essential/mandatory training in this area.

**Print Name:**

**Date:**

**Signature:**

Name:	Specialist Doctor
Primary Speciality:	Histopathology
Secondary Speciality:	None

## Sample Job Content

Day	Time	Location	Category (DCC/SPA)	Work	Hours/PA's
Monday	09:00 - 15:00	QAH	DCC	Lab work and reporting	6 hrs
	15:00 - 17:00	QAH	SPA	SPA	2 hrs
Tuesday	09:00 - 15:00	QAH	DCC	Lab work and reporting	6 hrs
	15:00 - 17:00	QAH	SPA	SPA	2 hrs
Wednesday	09:00 – 17:00	QAH	DCC	Lab work and reporting	8 hrs
Thursday	09:00 – 13:00	QAH	DCC	MDT and Lab work	4 hrs
	13:00 – 17:00	QAH	SPA	(Location negotiable)	4 hrs
Friday	09:00 – 17:00	QAH	DCC	Lab work and reporting	8 hrs
Total Hours					40
Total PAs					10

SUMMARY OF PROGRAMMED ACTIVITY	Number
Supporting Professional Activities	2
Direct Clinical Care (including unpredictable on-call)	8
Other NHS Responsibilities	
External Duties	
<b>TOTAL PROGRAMMED ACTIVITIES</b>	<b>10</b>

### 1. ON-CALL AVAILABILITY SUPPLEMENT

Agreed on-call rota (e.g. 1 in 5):	None
On-call supplement (%):	None

### 2. TRUST VISION, SPECIALTY AND PERSONAL OBJECTIVES

#### Trust Vision:

1. Fulfil our role for the communities we serve.
2. Support safe, high quality patient focused care:
3. Take responsibility for the delivery of care now and in the future:
4. Invest in the capability of our people to deliver on our vision:
5. Build the foundations on which our team can best deliver care:

Further detail is available on the trust website: <https://www.porthosp.nhs.uk/about-us/our-vision.htm>

#### Specialty & personal objectives:

These will be confirmed once subspecialty and additional interests are decided.

### 3. SUPPORTING RESOURCES

Facilities and Resources required for the delivery of duties and objectives	Description
1. Staffing support	<ul style="list-style-type: none"> <li>• Sufficient Biomedical Scientist support for the workload</li> <li>• Sufficient secretarial support for the workload and voice recognition software</li> </ul>
2. Accommodation	<ul style="list-style-type: none"> <li>• Own quiet lockable office with own up to date double-headed wide field microscope and microscope computer VDU workstation, computer terminal(s) linked to pathology network and internet, ergonomic design and height chairs and benching, desk for administrative work, substantial and sufficient amounts of shelving for filing and storage of documents and secure storage including, typically, one four drawer filing cabinets or the equivalent filing cabinet storage.</li> <li>• Access to private rooms for interviews/confidential meetings, etc; access to seminar room with full teaching facilities for departmental meetings.</li> <li>• NB: A microscope digital camera should be provided.</li> </ul>

	<ul style="list-style-type: none"> <li>Comprehensive Cellular Pathology Laboratory Facilities to UKAS recognised standard (Full UKAS accreditation) and Mortuary Facility</li> </ul>
<b>3. Equipment</b>	<ul style="list-style-type: none"> <li>Microscope VDU computer workstation with USB connections; with additional second desk-based computer or VDU workstation, access to all hospital networks including email and to the internet; flatbed scanner; printer(s); CD Rom burner; telephone; access to fax facility, and full and immediate access to digital camera/photo-editing facilities (if not available in own room).</li> <li>Radiograph viewing facility within room if required for clinical work</li> </ul>
<b>4. Any other required resources</b>	<ul style="list-style-type: none"> <li>Access to drinking water and beverage facilities.</li> <li>Departmental Bench Textbooks, Library and database links.</li> <li>Appropriate support for Specialist Registrar training commitment</li> </ul>

#### 4. ADDITIONAL NHS RESPONSIBILITIES AND/OR EXTERNAL DUTIES

<b>Specify how any responsibilities or duties not scheduled within the normal timetable will be dealt with:</b>
None

#### 5. OTHER COMMENTS AND/OR AGREEMENTS

<b>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):</b>
None

#### 6. AGREEMENT

<b>Doctor:</b>	
<b>Name</b>	
<b>Signature</b>	
<b>Date of Agreement</b>	
<b>Clinical Director:</b>	
<b>Name</b>	
<b>Signature</b>	
<b>Date of Agreement</b>	

## Additional Department Information:

Portsmouth Hospitals University NHS Trust is a provider of Acute Health Services under contract to a range of Purchasers in the area of the Hampshire basin and Western South Downs. The catchment is in excess of 650,000 people. The area served by the Trust is on the Solent and English Channel and includes the City of Portsmouth and the Boroughs of Gosport, Fareham and Havant extending from Warsash in the west to Emsworth on the Sussex border and its northern boundaries encompass Petersfield and Liss. With the exception of the rural north, it is an essentially urban area having grown up around the Royal Naval establishments in Portsmouth and Gosport. It now provides a wide range of modern high-tech industry and the facilities associated with a commercial port and cross Channel ferry terminal.

Portsmouth is a thriving naval city, steeped in naval history, on the South Coast of England. It is ninety minutes from central London and has good transport links, including regular ferries to France and Spain. The major airports are easily accessible. It has some of the best water sports facilities in Europe and sandy beaches are within easy reach. Developments within the city itself and on the Gosport side of the harbour suggest a vibrant future for the area. Inland from the hospital is the beautiful and relatively unspoilt countryside of rural Hampshire. Close by is the New Forest and the recently designated National Park of the South Downs. The area combines the advantages of city life with pleasant villages and seaside towns. There are a number of first-rate schools both in the state and private sector and it is an excellent place to raise a family.

### **Portsmouth Hospitals University NHS Trust**

Portsmouth Hospitals University NHS Trust has a vision to be recognised as a world-class hospital, leading the field through innovative healthcare solutions, focusing on the best outcomes for our patients, delivered in a safe, caring and inspiring environment. It is a key member Trust of the Southern Counties Pathology network, one of the largest networks in the country.

At present PHU provides the following services: Emergency Medicine, Trauma and Orthopaedic Surgery, Oncology, Radiology, Orthodontic and Oral Surgery, General and Specialist Medicine, General Surgery, Breast Screening and Surgery, Plastic Surgery, Renal Services, Acute Medical Admissions, Ophthalmology, Maxillofacial, ENT, Critical Care, Coronary Care, Elderly Medicine, Rheumatology, Elderly Medicine, Rehabilitation, Dermatology and Neurology.

### **The Department**

The Portsmouth Pathology Service, of which the Department of Cellular Pathology forms part of the Clinical Delivery and Family Services Division and is managed by the Care Group Manager for Pathology and Divisional management team. The Divisional management team has overall budgetary responsibility for Pathology however the budget is devolved down to the separate Departments. The department holds its own sub-budget within the overall pathology budget. The study leave budget for Pathology is managed by the Divisional management team. Adequate funds are available to fund reasonable requests for study leave.

The Portsmouth Pathology Service is one of the largest hospital laboratories in the country. It comprises over 35 Consultants together with Clinical Scientists, Associate Specialists, Specialist Registrars, BMS's, MLA and support staff. Cellular pathology supports a large Cancer Centre and is committed to provide high quality cancer diagnostic services. The department currently comprises 17 Consultant Histopathologists, 3 Specialist Doctors, two Consultant Biomedical Scientists, 3 Dissection Practitioners, including 2 now undertaking further specialist training in breast and GI, and 1 Dissection Practitioner in training. Cellular pathology has a molecular laboratory, which aspires to bring new molecular testing within the department.

The department also includes a new mortuary. The Cellular Pathology department is situated within the Pathology Centre at Queen Alexandra Hospital and holds full accreditation with UKAS CPA (maintained and confirmed July 2016) and has been recommended for UKAS ISO 15189:2012 accreditation.

There is an Independent Sector Treatment Centre (ISTC) on the St Mary's Hospital site and histopathology specimens from this centre are processed at Queen Alexandra Hospital. The department is fully computerised using the iSOFT (Apex) LIMS system which is in the process of being upgraded to a new system as part of a multi-million-pound investment to strengthen IT links and access to results across the network. Results are available on terminals throughout all hospitals. All pathology disciplines are online, and links are provided to Radiology and the Hospital Information Computer System. Facilities exist to search the

computerised records established in Histology and Cytology in 1983 for research, audit and teaching purposes. Voice recognition software is used for reporting and a workload tracking system is in the process of being implemented.

All consultants will be expected to be involved in implementing the Trust clinical governance programme. There is an expectation that the appointee will participate in local and national audit and be involved in all aspects of clinical governance and risk management. This includes active participation in clinical audit quality clinical guidelines pathways, professional development appraisal and risk management. There is a Divisional Clinical Governance group that meets on a monthly basis. The Trust supports the requirements for Continuing Medical Education and is committed to providing time and financial support for these activities.

The post holder will be expected to work with local managers and professional colleagues in the efficient running of services and will share with consultant/specialist doctor colleagues in the medical contribution to management. Subject to the provisions of the Terms and Conditions of Service, the post holder is expected to observe agreed policies and procedures drawn up on consultation with the profession on clinical matters and follow the standing orders and financial instructions of the Portsmouth NHS Trust. In particular, managers of employees of the Portsmouth Hospitals University NHS Trust are expected to follow the local and national employment and personnel policies and procedures. The post holder will be expected to ensure that there are adequate arrangements for hospital staff involved in the care of patients to be able to contact them when necessary.

The department offers a comprehensive repertoire of special stains, immunofluorescence and immunocytochemistry tests. Macroscopic and microscopic digital photographic facilities are available. Electron microscopy is available at Southampton Biomedical Imaging Unit. Digital x-ray technology is available within the department. Currently most cases for specialised molecular pathology tests are outsourced; however, the department aspires to develop molecular tests in-house wherever possible.

Research opportunities are available with members of the academic department of pathology, part of the growing postgraduate medical school (University of Portsmouth). The Translational Oncology Research Centre (TORC) adjacent to the histopathology department provides further opportunities for research.

### **Departmental Medical Staff**

#### Consultant Pathologists + Specialist Doctors

	Name		Specialities
1	Dr. Andras Nagy	Consultant Cellular pathologist	Upper GI, Lower GI, Skin, Respiratory, H&N Cytology
2	Dr Natalie Brearley	Consultant Cellular pathologist	Skin, Renal & Wessex TPD
3	Dr Ella-Grace Kirton	Consultant Cellular pathologist	Skin, H&N, Thyroid, Sarcoma
4	Dr Hiranya Tennekoon	Consultant Cellular Pathologist	Skin, Renal
5	Dr Neerja Agrawal	Consultant Cellular pathologist	Breast, Urology, Lower GI
6	Dr Donall Tansey	Consultant Cellular pathologist	Respiratory, Urology, Gynae, Breast
7	Dr Claire Way	Consultant Cellular pathologist	Head & Neck, Urology, Lymphoma, Skin
8	Dr David Poller	Consultant Cellular pathologist	Upper & Lower GI, Endocrine, Audit organiser
9	Dr Peter Gonda	Consultant Cellular pathologist	Gynae, Skin, Perinatal
11	Dr Victoria Doyle	Consultant Cellular pathologist	Gynae, Urology
12	Dr Marianne Mason	Consultant Cellular pathologist	Gynae, Urology



13	Dr Montse Giles	Consultant Cellular pathologist	Head & Neck, Upper & Lower GI, Lymphoma
14	Dr Paul Travado	Consultant Cellular pathologist	Head & Neck, Skin, Breast
15	Dr Jo Cooke	Consultant Cellular pathologist	Skin, Breast
16	Dr Nick Shepherd	Consultant Cellular pathologist	Breast, Upper and Lower GI, Endocrine
17	Dr Jenny Dhundee	Consultant Cellular Pathologist	Gynae, GI
18	Dr Piyali Biswas	Specialist doctor	Gynae, Breast, general
19	Dr Surya Bera	Specialist doctor	Skin, LGI, general
20	Dr Saloni Shah	Specialist doctor	Breast, Skin, general

#### Medical trainees

4 Specialist Registrars rotating with other hospitals on Wessex Training Rotation

#### Other staff

35.5 WTE BMS and AP/MLA in Histopathology & Cancer Laboratory

0.9 WTE Consultant BMS

1 WTE trainee Consultant BMS / Clinical Scientist

0.8 WTE Quality Risk and Governance Manager

1 WTE Histopathology Operational Manager

1 WTE Cellular Pathology Laboratory Manager

4.51 WTE BMS, 1.64 WTE MLA in Diagnostic Andrology / Cytology

0.5 WTE Failsafe administrators in Cervical Screening

0.4 WTE Cervical Screening Provider Lead

7.33 WTE Cell Path Secretarial Staff plus voice recognition technology

3 WTE APTs; 2 WTE trainee APTs and 2 WTE admin support in the Mortuary

Cervical cytology has relocated following the national reconfiguration of the NHS cervical screening programme and is no longer undertaken in Portsmouth.

The Consultants, Specialist Doctors and Head BMS meet within the Department on a regular monthly basis. All the Consultants and Specialist Doctors are managerially accountable through the Heads of Department to the Divisional Director. The management arrangements are in accordance with the Strategic Review of Pathology Services paragraphs 4.22 - 4.26.

#### **Workload**

	<b>Annul Requests</b>
General Histopathology	~43,000
Non-gynaecological Cytology	~2,800
Post-mortems	~1,400

The Histology requests cover a wide spectrum of pathology including, general surgery, colorectal (including Bowel Cancer Screening), upper GI, breast screening cases, dermatology, respiratory, head and neck, gynaecology, ophthalmology, orthopaedics, diagnostic and transplant renal biopsies, soft tissue tumours, urology and endoscopic and CT guided biopsies. Approximately 22% of

the requests are received from general practitioners with approximately 78% of requests being generated from within the Trust. An interest in GI, skin or breast is desirable, but we are a flexible department.

The cytology workload includes pleural, ascitic and synovial fluids, gastrointestinal, bronchial and biliary tract brushings, sputa, fine needle aspirates of breast, lymph node, thyroid, salivary gland, ovarian cysts, intra-abdominal masses and soft tissue tumours, urine and CSF cytology. A rapid reporting service is provided by four head and neck pathologists for the one-stop neck lump clinic.

Most of the post-mortems are carried out on site are under the instruction of HM Coroner. A small number of hospital (consented) post-mortems are performed annually (approximately 6 per year). Foetal and perinatal post-mortems are performed within the department by one of the Consultant team. The mortuary is licensed under the Human Tissue Authority for post-mortems and retrieval and storage of tissues. A Consultant Histopathologist is the Designated Individual.

There are excellent communications between the Department and Clinicians. Regular multidisciplinary team meetings are held in the following specialties: -

Breast  
Skin  
Thyroid  
Lymphoma  
Urology  
Renal  
Gynae oncology  
Colorectal  
Respiratory  
Interstitial lung disease  
Eye  
Sarcoma  
Colposcopy  
Upper GI and pancreas  
Head and Neck  
Liver

The Trust has installed a video-conferencing system, and this allows increased input into MDT meetings. The system is being used to involve neighbouring Trusts in the MDT process.

#### **Medical Staffing - Consultants**

The Consultant's job plan is subject to change at any time, by negotiation with the Consultant and Trust management.

#### **Education & Research**

Research opportunities are available with members of the academic department of pathology, part of the growing postgraduate medical school (University of Portsmouth). The Translational Oncology Research Centre (TORC) adjacent to the histopathology department provides further opportunities for research. Current areas of interest include cancer research and gastrointestinal pathology.

A departmental audit programme is undertaken with associated audit meetings. There is also participation in the EQA schemes in histopathology, breast screening, ophthalmology, gynaecological pathology, urological pathology, dermatopathology, Gastro-intestinal pathology and renal pathology. There are excellent library facilities at both Queen Alexandra and St Mary's hospitals. The Department maintains a good library of up-to-date textbooks. There is an active postgraduate medical education department with links to both Portsmouth and Southampton Universities with a regular programme of activities.

#### **Conditions of Service**

The post is covered by the Terms and Conditions of Service Consultant Contract (2003).

The Trust expects all Medical and Dental staff to work within the guidelines of the GMC 'Guide to Good Medical Practice' which can be viewed on the GMC website [www.gmc-uk.org](http://www.gmc-uk.org).

Where the post holder manages employees of the Trust, they will be expected to follow the local and national employment and personnel policies and procedures.

### **Accommodation**

Office accommodation is available for all medical staff. The successful applicant will have their own office at Queen Alexandra Hospital with use of a computer terminal to the Apex system with internet access, and e-mail and be supplied with an up to date double-headed wide field microscope. Voice recognition software is used to dictate surgical pathology, non-gynaecological cytology and post-mortem cases. Part-time workers may have to share an office. Adequate secretarial support will be provided. The disposition of the various hospital departments will vary in the future as the Hospital Trust develops its long-term strategy. Successful applicants may be required to provide services at other sites as required. The department has many double-headed microscopes and also an eight headed microscope for teaching.

### **Management**

The post holder will be expected to work with local managers and professional colleagues in the efficient running of services including the medical contribution to management. Subject to the provisions of the Terms and Conditions of Service, the post holder is expected to observe agreed policies and procedures drawn up on consultation with the profession on clinical matters and follow the standing orders and financial instructions of the Portsmouth NHS Trust. In particular, Managers of employees of the Portsmouth Hospitals University NHS Trust are expected to follow the local and national employment and personnel policies and procedures. The post holder will be expected to ensure that there are adequate arrangements for hospital staff involved in the care of patients to be able to contact him/her when necessary.

All medical and dental staff is expected to comply with the Portsmouth Hospitals University NHS Trust Health and Safety Policies.

All medical and dental staff are expected to proactively, meaningfully and consistently demonstrate the Trust Values in their every day practice, decision making and interactions with patients and colleagues.

### **Study leave**

Professional or study leave will normally be granted to the maximum extent consistent with maintaining essential services in accordance with the recommended standards. The recommended standard for senior doctors is leave with pay and expenses within a maximum of thirty days in any period of three years for professional purposes (within the Terms and Conditions of the New Consultant Contract, and the SAS contract).

The consultants and specialist doctors undergo annual job planning and appraisal to inform personal development, probity and revalidation. Annual appraisal of all departmental Consultants is undertaken with a trained appraiser who is usually a fellow Consultant Cellular Pathologist; the Trust has a policy on appraisal. Some consultants are available for out of hour's advice on an informal basis however there is no formal on-call system and no commitment to out of hours working for this appointment.

### **Status of Post**

The post holder will be appointed on the Consultant Contract (2003) and the sessions have been allocated accordingly. The job plan is for a 10 PA working week. The job plan is reviewed on an annual basis.

Any candidate who is unable, for personal reasons to work full-time, only on a part-time basis, will be eligible to be considered for the post. If such a person is appointed, modification of their job plan will be discussed between the Consultant and Clinical Director in conjunction with Consultant Colleagues if appropriate.

### **Residence**

Residence within either 10 miles or 30 minutes by road from Queen Alexandra Hospital is usually required unless alternative arrangements agreed with the Trust management. Their private residence must be maintained in contact with the public telephone service.

## **Safeguarding**

Act in such a way that at all times the health and well being of children and vulnerable adults is safeguarded. Familiarisation with and adherence to the Safeguarding Policies of the Trust is an essential requirement for all employees. In addition, all staff are expected to complete essential/mandatory training in this area.

## **Infection Control**

In compliance with the Trust's practices and procedures associated with the control of infection, you are required to:

- Adhere to Trust Infection Control Policies assuring compliance with all defined infection control standards at all times.
- Conduct hand hygiene in accordance with Trust policy, challenging those around you that do not.
- Challenge poor practice that could lead to the transmission of infection.

## **Hand Hygiene Policy**

The Trust has adopted "Naked Below the Elbow" strategy which means that when involved in patient care and direct physical contact with patients, you must wash or decontaminate your hands as per the Hand Hygiene Policy.

Compliance with the Hand Hygiene Policy is mandatory; you must wear short sleeved shirts/blouses/uniform, remove any out jackets and roll up your sleeves. No jewellery should be worn below the elbow (except a plain wedding band), and wrist watches must be removed.

Compliance with this policy will be monitored and any non-compliance may be subject to disciplinary action."

## **Rehabilitation of Offenders**

Because of the nature of the work for which you are applying, this post is exempt from the provisions of Section 4(2) of the Rehabilitation of Offenders Act, 1974 by virtue of the Rehabilitation of Offenders Act, 1974 (exceptions) order 1975. Applicants are therefore not entitled to withhold information about convictions. This could result in dismissal or disciplinary action from the Trust.

Any information given will be completely confidential and will be considered only in relation to an application for positions to which the order is applied.

## **Post Vacant**

The post is currently available, and the appointee will usually be required to take up the post no later than seven months from the date of the offer of an appointment, unless a special agreement has been made between the appointee and Portsmouth Hospitals University NHS Trust

If you consider it unlikely that you will be able to take up the appointment within such a period, you are advised to point this out at the time of your application.

## **Visiting Arrangements**

Intending applicants may obtain further information and/or arrange a visit by contacting Dr Donall Tansey on 02392 286000 ext. 6458 or Dr Natalie Brearley ext. 1296.

Please note that Portsmouth Hospitals University NHS Trust will reimburse expenses for one pre interview visit in respect of short-listed candidates.

Due to the high volume of recruitment and our desire to treat all applicants fairly it is not possible to meet with the Chief Executive, Penny Emerit, prior to the Appointments Advisory Committee.

However, arrangements to meet with Dr Steve Mathieu, Medical Director, can be made by contacting [sarah.carthy2@nhs.net](mailto:sarah.carthy2@nhs.net). Both Penny Emerit and Dr Mathieu are extremely committed and supportive of this appointment and to appointing the right candidate and, as part of the induction programme the successful applicant will have an opportunity to meet with them.