

Consultant Job Plan

Name:	Consultant Radiologist
Primary Speciality:	Head and Neck Imaging
Secondary Speciality:	Neuro Imaging

Sample potential job plan

Day	Time	Location	Category (DCC/SPA)	Work	Hours/PA's
Monday	AM	QAH	DCC	US/Stroke meeting or Reporting	1
	PM	QAH	SPA	Neuro-meeting/teaching, or reporting	1
Tuesday	AM	QAH	DCC	One stop head and neck clinic / / Biopsies, or reporting	1
	PM	QAH	DCC	Biopsies /US / reporting	1
Wednesday	AM	QAH	DCC	SPA	1
	PM	-	-	OFF	0
Thursday	AM	QAH	DCC	Biopsies or reporting (with potential for home reporting)	1
	PM	QAH	DCC	Biopsies or reporting (with potential for home reporting)	1
Friday	AM	QAH	DCC	Head and neck MDT/ US or reporting	1
	PM	QAH	DCC	Thyroid/ENT meeting / Acute reporting RAU	1
Saturday				On Call in and working for between 8-10 hours. Time taken back as time in lieu at time and a third.	
Sunday					
Off Site SPA	-	Off Site	SPA	SPA	1
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
Direct Clinical Care (including unpredictable on-call)	8
Other NHS Responsibilities	
External Duties	
TOTAL PROGRAMMED ACTIVITIES	10

1. ON-CALL AVAILABILITY SUPPLEMENT

Agreed on-call rota (e.g. 1 in 5):	Maximum 1: 9 but currently 1:17
On-call supplement (%):	3%

2. OBJECTIVES – TRUST, SPECIALTY AND PERSONAL

Objectives (and for Specialty and Personal, how these will be met)
<p>Trust</p> <ol style="list-style-type: none"> 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. 7. Yearly job plans will be undertaken.

Specialty N/A
Personal N/A

3. SUPPORTING RESOURCES

Facilities and Resources required for the delivery of duties and objectives	Description
1. Staffing support	Secretarial staff to support clinical and administrative commitments.
2. Accommodation	

3. Equipment	Shared-use office equipped with PC connected to intranet/ internet and printer; telephone. Home reporting equipment.
4. Any other required resources	

4. ADDITIONAL NHS RESPONSIBILITIES AND/OR EXTERNAL DUTIES

Specify how any responsibilities or duties not scheduled within the normal timetable will be dealt with:
In addition to regular duties and commitments, the consultant might have certain ad-hoc responsibilities. These would normally but not exclusively fall into the 'additional NHS responsibilities' or 'external duties' categories of work, for example member of an Advisory Appointments Committee or work for a Royal College. Such duties could be scheduled or agreement could be reached to deal with such work flexibly. Such work should be discussed and supported within the department and by the Medical Director.

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):
An annual report detailing research progress and evidence of SPA will be required.

6. AGREEMENT

Doctor:	
Name	
Signature	
Date of Agreement	

Clinical Director:	
Name	
Signature	
Date of Agreement	