

## Consultant Job Description PENDING ROYAL COLLEGE APPROVAL

**Grade: Consultant**

**Department: Rheumatology**

**Reports to:** Dr JM Ledingham (Clinical Director in Rheumatology)

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### **Job Summary:**

Less than full time (7PA) post in Rheumatology

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### **Key Responsibilities:**

General Rheumatology clinics and linked administrative work

Support for the delivery of day case activity delivered by the department

Support for the whole rheumatology multi-disciplinary team

Support to emergency and inpatient care teams as required

Supervision and training roles for resident doctors, specialist nurses, other health professionals delivering care to Rheumatology patients

Support for admission avoidance activity in the department

On call commitment for Rheumatology

## Person Specification

### Qualifications

- Full GMC registration with a licence to practice
- MRCP (UK) or equivalent
- Higher professional training in Rheumatology

### Clinical Experience

- Entry on the GMC specialist register via CCT (proposed date must be within 6 months), CESR or European Community Rights
- Any appropriate higher Rheumatology qualification such as certificates of training in use of ultrasound

### Clinical Skills

- Demonstrable skills and experience in the management of rheumatology conditions
- Understanding of clinical risk management

### Knowledge

- Able to demonstrate appropriate level of clinical knowledge
- Knowledge and use of evidence based practice
- IT skills
- Effective, confident presentation ability
- Experience in and outside speciality

### Other

- Evidence of participation in audit
- Good oral and written communication skills
- Publications
- Prizes and honours
- 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, back bone, 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)

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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: Dr JM Ledingham**

**Date:**

**Signature:**

## Consultant Job Plan

Name:	Consultant Rheumatologist				
Primary Speciality:	Rheumatology				
Secondary Speciality:	N/A				

### Job Content

Day	Time	Location	Category (DCC/SPA)	Work	Hours/PA's
Monday					
Tuesday	am	QAH	DCC	clinic	4/1.0
	pm	QAH	DCC	Patient administration	4.25/1.0625
Wednesday	am	QAH	DCC	clinic	4/1.0
	pm	QAH	DCC	Patient administration	1/0.25
	pm	QAH	SPA	Postgraduate education meetings	3/0.75
Thursday					
Friday	am	QAH	DCC	Patient administration	4.25/1.0625
	pm	QAH	DCC	clinic	4/1.0
Additional agreed activity to be worked flexibly	Flexibly worked	On or off-site	SPA	CPD work	2/0.5

Predictable emergency on-call work	Flexibly worked	On or off-site	DCC	On call work	1.25 /0.3125
Unpredictable emergency on-call work	Flexibly worked	On or off-site	DCC	On call work	0.25 /0.0625
<b>Total Hours</b>					<b>28</b>
<b>Total PAs</b>					<b>7</b>

<b>SUMMARY OF PROGRAMMED ACTIVITY</b>		<b>Number</b>
<b>Supporting Professional Activities</b>		1.25
<b>Direct Clinical Care (including unpredictable on-call)</b>		5.75
<b>Other NHS Responsibilities</b>		0
<b>External Duties</b>		0
<b>TOTAL PROGRAMMED ACTIVITIES</b>		

## 1. ON-CALL AVAILABILITY SUPPLEMENT

Agreed on-call rota (e.g. 1 in 5):	1:6.5
On-call supplement (%):	2% (category B)

## 2. OBJECTIVES – TRUST, SPECIALTY AND PERSONAL

<b>Objectives (and for Specialty and Personal, how these will be met)</b>
<b>Trust</b>
<ol style="list-style-type: none"> <li>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.</li> <li>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.</li> <li>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.</li> <li>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.</li> <li>5. Participate in Continuous Professional Development, thus enabling the Trust to enhance its reputation for high quality education, learning and development, and research.</li> <li>6. Use all resources wisely, and promote a culture of value for money and return on investment.</li> </ol>

**Specialty (please see job description for further details/additional information)**

The appointee will join the Rheumatology Team as a Clinical Rheumatology Consultant and will be expected to participate in all facets of departmental activity.

A less than full time substantive consultant clinical rheumatologist post of 6 PA (5DCC+1SPA) is available, joining 8 Clinical Rheumatologists in the provision of rheumatological care.

The post will be based at Queen Alexandra Hospital.

Full participation in teaching, audit, quality improvement and governance work will be expected.

**Personal****3. SUPPORTING RESOURCES**

<b>Facilities and Resources required for the delivery of duties and objectives</b>	<b>Description</b>
<b>1. Staffing support</b>	See job description and additional information document
<b>2. Accommodation</b>	See job description and additional information document
<b>3. Equipment</b>	See job description and additional information document
<b>4. Any other required resources</b>	See job description and additional information document

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

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

The department is keen to support, wherever possible, all members of the department in undertaking additional NHS responsibilities and/or external duties – with approval required from 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):**

See job description

##### **6. AGREEMENT**

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

## Additional Information

### Portsmouth and Surrounding Area

The area of the Health Authority borders 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 borderland 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. Southsea and Hayling Island are holiday resorts. There are numerous sites of historical and scientific interest within easy reach. The Solent is one of the prime sailing areas in the country.

Ideally situated on the south coast, Portsmouth is a prime location for industry, commerce and leisure. An extensive road and railway network facilities travel to and from Portsmouth.

Portsmouth offers regular ferries to destinations in Normandy, in addition to numerous sailings to the coast of Brittany, Bilbao and Santander in Spain and the Channel Islands.

Both Heathrow and Gatwick airports are within easy reach and closer still is Southampton Airport, which is just off the M27 to the west.

Portsmouth City Council has recently extended the cities network of cycle routes providing safety and accessibility for cyclists and encouraging environmentally friendly transport.

### The Trust

The Portsmouth Hospitals University NHS Trust comprises predominantly of one hospital, enlarged in 2009 as part of a PFI project: Queen Alexandra Hospital, at Cosham with 774 beds. The Portsmouth Hospitals University NHS Trust has recently merged with the Isle of Wight NHS Trust

At present the trust provides the following services:-

Accident and Emergency, Trauma and Orthopaedic Surgery, Orthodontic and Oral Surgery, General and Specialist medicine, General Surgery, Breast Screening, Renal Services, Acute Medical Admissions, Ophthalmology, Maxillofacial, ENT, ITU & Coronary Care, Elderly Medicine, Paediatrics, Obstetrics, Urology, Oncology, Gynaecology and Rheumatology. Dermatology and disablement services are within the city at St Mary's Hospital.

Since Autumn 2002, all acute medical admissions have been centralised through a Medical Assessment Unit on the QAH site. Co-located with Accident and Emergency and supported by the department of Critical Care, all emergency care and complex surgery is undertaken on the QAH site.

### The Department

Within the Surgery, Anaesthetics and Critical Care Division, the Department of Rheumatology is based within the Musculo-Skeletal Business Unit (comprising the Departments of Rheumatology, Orthopaedics and Pain Services)

The Clinical Director of Rheumatology is Dr Jo Ledingham. The advertised post will join the existing medical team of 8 Consultants, three Specialist Registrars, one locally employed specialist doctor, one-two GP trainees and one Foundation-Year-2 doctor.

The Department of Rheumatology is based at Queen Alexandra Hospital, Cosham, which is the geographical centre of the district. The Department's current out-patients, day case unit and offices opened in September 2009 and are purpose built and designed for delivery of a modern rheumatology service. Peripheral clinics are undertaken at Gosport War Memorial Hospital and Petersfield Hospital.

The Department of Rheumatology is a busy unit and during 2024/25 there were over 24,000 outpatient appointments. In addition to general Rheumatology clinics, we run a range of more specialist services with allied health professional and specialist nurses

including ones for Axial Spondyloarthritis (AS), Connective tissue disease, Podiatry and Fracture liaison/Osteoporosis. There are also combined clinics with orthopaedic surgeons, cardiologists, dermatologists, respiratory physicians, gastroenterologists, ear nose and throat surgeons, ophthalmologists and paediatric rheumatologists. We also have regular clinical meetings with the renal team. Each Consultant supervises at least one weekly Specialist Registrar and one clinical nurse specialist clinic and supports the Rheumatology nurses in delivering the department's nurse delivered care.

The department has embraced the modern use of ultrasound in the everyday practise of rheumatology and has 5 ultrasound machines that are used by 7 of the consultants within the department. We are utilising ultrasound in the acute management of giant cell arteritis.

The Department of Rheumatology provides a Rapid Access and Treatment Service (RATS) and admits directly to the wards. It has an active day-case unit and is a centre for delivery of Biologic drugs for the hospital. There were almost 7,000 ward, emergency and day-case admissions during 2024/2025. The department received a best practice award from the British Society for Rheumatology in 2013 and patient choice awards in 2016 for "Best Rheumatology Department" from NRAS, and "Best AS clinic" by NASS.

The Department also has some access to in-patient beds at the Queen Alexandra Hospital (QAH) usually in partnership with an admitting specialty such as Medicine. Rheumatology also provides a consultation service to inpatients across the QAH site and delivers a consultant led on call service. One consultant contributes to GIM activity within the Trust.

Secretarial facilities are centred in the Rheumatology Department at Queen Alexandra Hospital and clinic booking and preparation are provided by dedicated clerical staff. Clinic letters and out-patient communications are increasingly computerised as the trust tries to modernise its systems. There is a limited rheumatology database using the Dawn System.

There is a Pain Relief Clinic run by the Department of Anaesthetics. Physiotherapy and Occupational Therapy services are provided within the Trust. The Wessex Neurological Centre at Southampton General Hospital provides neurosurgery facilities. There are three Musculo-skeletal radiologists.

### **Management structure**

The Musculoskeletal Care Group sits within the Surgical, Critical Care and Anaesthetics Division.

Divisional Director: Mr Paul Gibbs

Divisional Operations Director: Mr Craig Davies

Senior Lead Matron: Mr Colin Beevor

Supporting management team

### **Current Senior Medical Staffing**

Name	Role and Special Interests
Dr Jo Ledingham	Consultant Rheumatologist, Clinical Director President of the British Society for Rheumatology RCP council member Specialist Certificate Exam Board member NHSE course director for Recognition of Trainers Programme
Dr Steven Young-Min	Consultant Rheumatologist
Dr Ernest Wong	Consultant Rheumatologist

Dr Ann Scott-Russell	Consultant Rheumatologist
Dr Leslie Goh	Consultant Rheumatologist
Dr Mark Edwards	Consultant Rheumatologist
Dr Gurdeep Dulay	Consultant Rheumatologist and GIM consultant
Dr Luke Sammut	Consultant Rheumatologist

### Other departmental staff

3 Specialist Registrars	Rotating posts on the Wessex Specialist Registrar rotation.
1 Locally Employed Specialty Doctor	Appointed annually for 12 months
1-2 GP trainees	Allocated to work in the department as part of their GP training
1 Foundation Year 2	A rotating post with General Medicine 4-monthly.
1 Matron and Service Manager	
1 Senior Clinical Nurse Specialist	
1 Senior nurse for Day Case	
1 senior Fracture Liaison Nurse	
8.11 FTE Specialist Nurses	
3.84 FTE Fracture Liaison Nurses	
0.4 Extended Scope Practitioner Physiotherapy	
1.8 Research Nurses and 0.5FTE Research Assistant	
Dedicated Administrative Team for Outpatients and Day-case Services	

## **Duties of the post**

One less than full time post (7PAs) is available and the appointee will be required to take part in an on-call rota for specialist rheumatology services.

We welcome enquiries from those that wish to pursue a post in rheumatology at Specialist doctor level.

The appointee will join the Rheumatology Team and will be expected to participate in all facets of departmental activity.

The postholder will be expected, together with the other Consultants, to provide a district-wide service dealing with the full range of rheumatic disorders. At present there are no plans for the appointee to run peripheral clinics, but this might change in the future. A specialist interest complementing or expanding on the existing Consultant interests would be desirable (current main interests include Connective Tissue Diseases, Osteoporosis and Axial Spondyloarthritis).

It is envisaged that there will be an opportunity for the appointee to negotiate adjustments to the number and nature of Rheumatology commitments and PAs in the future, although this development cannot be relied upon as part of this post at the moment.

There will be no responsibility for Acute General Internal Medicine in this post, but if desired by the appointee, this might be accommodated in the future.

### **Education and Training**

The teaching and training of resident doctors, nurses and other allied health professionals is of paramount importance in this department. It is expected that the appointee would contribute to the active teaching programme for undergraduates/resident doctors including GP trainees/GP's/nursing and other allied health professionals.

Rheumatology departmental clinical and x-ray meetings are held weekly. There is an Academic Medical Centre at Queen Alexandra Hospitals with an active programme of lectures and symposia; weekly medical Grand Rounds are held to which the Rheumatologists can contribute.

Most consultants within Rheumatology provide formal Educational Supervision, and the appointee will be supported in attending required training to accredit if desired and not already completed.

### **Audit, Quality Improvement and Governance**

The department has an audit and linked quality improvement programme, coordinated by an audit lead. It participates in relevant national audits, e.g., National Early Inflammatory Arthritis Audit. Regular audit meetings are held with attendance by medical, nursing, other health professional, clerical and managerial staff.

There are also regular governance meetings, with a clinical lead for governance within the department.

### **Research and medical student activity**

The rheumatology department plays an active role in clinical research, with dedicated research staff and an increasing portfolio of observational and interventional studies.

There are regular teaching sessions for undergraduate (from Southampton University) and postgraduate (from Portsmouth University) students in the department and the appointee will be expected to support this activity.

The University of Portsmouth graduate entry MBBS programme started in September 2024, and the rheumatology department hosts students in year 1 for the inflammation block. Dr Gurdeep Dulay is the block lead.

### **Continued Professional Development**

Ample opportunity exists for continuing medical education (CME) both internally and externally and the Trust is committed to supporting Continuing Professional Development. In addition to the Trust's medical library the department holds an extensive library of journals and relevant educational materials to support CPD. There are opportunities to undertake relevant external duties to support and enhance CPD. These are agreed with the Clinical Director and Medical Director.

Annual appraisal and job planning is embedded in the work programme, and all consultants are supported to fulfil their Continuing Medical Education (CME) and Continuing Professional Development (CPD) requirements.

The department supports mentoring arrangements for new appointees and will make appropriate arrangements on discussion with the successful applicant.

### **Revalidation**

The job plan includes 1 PA of SPA during which time the postholder will be expected to complete activities required for revalidation, continuing professional development and audit.

### **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, he/she will be expected to follow the local and national employment and personnel policies and procedures.

### **Accommodation**

Shared office accommodation will be made available within the department together with secretarial support.

### **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 Hospitals University 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 are 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 everyday practice, decision making and interactions with patients and colleagues.

### **Study leave**

The consultant study leave entitlement is 30 days per 3-year cycle, and the standard monies are available.

### **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. His/her private residence must be maintained in contact with the public telephone service.

### **Safe Guarding**

Act in such a way that at all times the health and wellbeing 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**

There is currently 1 post available, and appointees will ideally be required to take up the post no later than four 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 Jo Ledingham, Clinical Director via her secretary on 02392 286786.

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, Mrs Penny Emerit, prior to the Appointments Advisory Committee.

However, arrangements to meet with Dr Natalie Borman, Interim Chief Medical Officer or Dr Steve Mathieu, Medical Director, may be possible and can be made by contacting their PA on 02392 286342. Both Mrs Emerit and Drs Borman/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.

