

Job Title:	Specialty Doctor/ GP
Reports to (job title):	Head of Service
Line Manager to:	TBC

Job purpose

We have an exciting opportunity for a **Specialty Doctor / GP-grade doctor** to join the Wiltshire **Hospital at Home (Virtual Ward)** service. This is a senior clinical role delivering medical assessment, decision-making and leadership for patients receiving acute, hospital-level care in their own homes.

The service is undergoing an exciting period of transformation and expansion, making this an excellent time to join a dynamic and innovative multidisciplinary team focused on admission avoidance, early supported discharge and person-centred frailty care.

The post holder will provide clinical assessment and management of patients, support the multidisciplinary team in delivering **Comprehensive Geriatric Assessment (CGA)**, and promote safe and timely discharge through close collaboration with MDT colleagues, patients and their families.

Applicants should have a background in **Geriatric Medicine, Acute Medicine, General Medicine or General Practice**, with experience working with patients living with frailty and complex comorbidity.

Base:

The Hospital at Home medical establishment is **2.6 WTE**, deployed across Wiltshire to meet population need:

- **0.8 WTE – North Wiltshire**
- **1.0 WTE – West Wiltshire**
- **0.8 WTE – South Wiltshire**

The post holder will be aligned to a primary locality but must be willing to **work flexibly across Wiltshire** to support service continuity and resilience.

The role is community-based and will involve **regular visits to patients in their homes** across the allocated geography.

Job Plan and Working Pattern:

- The post is offered at a **minimum of 6 Programmed Activities (PAs)**
- Full-time or part-time working arrangements will be considered
- There is an **expectation of weekend working on a 1:5 rota**
- Occasional flexibility in working hours may be required to meet service need

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Key responsibilities

Clinical Practice

- Deliver safe, effective medical care to patients supported within the Hospital at Home service
- Undertake comprehensive assessment, diagnosis and management using limited diagnostics in the community setting
- Interpret investigations and monitoring data, including remote monitoring where used, responding to **clinical trends** rather than isolated results
- Support admission avoidance and early supported discharge through proactive clinical decision-making
- Maintain accurate, timely and contemporaneous clinical documentation

Medicines Management

- Prescribe, review and deprescribe medications in response to changing clinical need
- Prescribe for patients during their Virtual Ward admission and in preparation for discharge
- Manage polypharmacy and high-risk medications in frail patients
- Work collaboratively with pharmacy colleagues to ensure safe and effective medicines optimisation

Leadership and MDT Working

- Act as a senior clinical decision-maker within the Hospital at Home MDT
- Provide clinical supervision, advice and support to ACPs, nurses and AHP colleagues
- Promote collaborative working across professional boundaries while maintaining quality, safety and scope of practice

Audit, Quality Improvement and Learning

- Participate in audit, service evaluation and quality improvement activity
- Contribute to service development and continuous improvement within a Just Culture framework
- Support a positive learning environment, providing education and training to colleagues where appropriate
- Commit to personal continuing professional development

Benefits:

- Substantive Specialty Doctor/ GP position
- Competitive package negotiable
- Full medical indemnity fees covered
- Pension
- Flexibility with regard to part time/full time post

Our values

Our values are our moral compass and core to our DNA. They underpin the way we deliver our services and treat those who use our services.

To many organisations values are just words which don't translate into reality of the day to day but our values flow through everything that we do, they define who we are, what we stand for and set the expectations of our colleagues, communities, customers and partners. They have been defined by our colleagues and have been integral to our journey so far and will be integral to our future as well.

We have three values which help us stand out from the crowd, not just because there's only three, but because they are unique to who we are. We care, we think, and we do.

Care Think Do

- | | |
|--------------------------|----------------|
| • Inspire • Challenge • | Accountability |
| • Understand • Improve • | Involve |
| • Communicate • Learn • | Resilience |

Confidentiality and Information Security

As our employee you will be required to uphold the confidentiality of all records held by the company, whether patients/service records or corporate information. This duty lasts indefinitely and will continue after you leave the company's employment.

All information which identifies living individuals in whatever form (paper/pictures, electronic data/images or voice) is covered by the 1998 Data Protection Act and should be managed in accordance with this legislation. This and all other information must be held in line with NHS national standards including the Records Management: NHS Code of Practice, NHS Constitution and HSCIC Code of Practice on Confidential Information and should only be accessed or disclosed lawfully. Monitoring of compliance will be undertaken by the Company. Failure to adhere to Information Governance policies and procedures may result in disciplinary action and, where applicable, criminal prosecution.

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Information governance responsibilities

You are responsible for the following key aspects of Information Governance (not an exhaustive list):

- Completion of annual information governance training
- Reading applicable policies and procedures
- Understanding key responsibilities outlined in the Information Governance acceptable usage policies and procedures including NHS mandated encryption requirements
- Ensuring the security and confidentiality of all records and personal information assets
- Maintaining timely and accurate record keeping and where appropriate, in accordance with professional guidelines
- Only using email accounts authorised by us. These should be used in accordance with the Sending and Transferring Information Securely Procedures and Acceptable Use Policies.
- Reporting information governance incidents and near misses on CIRIS or to the appropriate person e.g. line manager, Head of Information Governance, Information Security Lead
- Adherence to the clear desk/screen policy
- Only using approved equipment for conducting business

Governance

Clinical governance is a framework through which organisations delivering health and care services are accountable to continuously improving the quality of their services and safeguarding high standards of care by creating an environment in which clinical and other forms of care flourishes. Employees must be aware that clinical governance places a duty on all staff to ensure that the level of care services they deliver to patients is safe and high quality, and that they follow/comply with our policies and procedures.

Registered Health Professional

All staff who are a member of a professional body must comply with standards of professional practice/conduct. It is the post holder's responsibility to ensure they are both familiar with and adhere to these requirements.

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Risk Management/Health & Safety

The post holder has a responsibility to themselves and others in relation to managing risk, health and safety and will be required to work within the policies and procedures laid down by the company. Staff are required to observe the Hygiene Code and demonstrate good infection control and hand hygiene.

Employees must be aware of the responsibilities placed on them by the Health & Safety at Work Act (1974) to ensure that the agreed safety procedures are carried out to maintain a safe environment for other employees, patients and visitors. It is essential to observe strict fire and security precautions at all times.

All staff must report accidents, incidents and near misses so that the company can learn from them and improve safety.

Safeguarding Children and Vulnerable Adults Responsibility

We are committed to safeguarding and promoting the welfare of children and adults at risk of harm and expects all employees to share this commitment.

Policies and Procedures

All colleagues must comply with the Company Policies and Procedures which can be found on the company intranet.

General

We are committed to serving our community. We aim to make our services exemplary in both clinical and operational aspects. We will show leadership in identifying healthcare needs to which we can respond and in determining the most cost-effective way of doing so.

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We recruit competent staff that we support in maintaining and extending their skills in accordance with the needs of the people we serve. We will recognise the commitment from our staff to meeting the needs of our patients.

The company recognises a “non-smoking” policy. Employees are not able to smoke anywhere within the premises or when outside on official business.

Equal Opportunities

It is the company’s intention to be an employer of choice and ensure that no job applicants or employees are unfairly disadvantaged on the grounds of gender, disability, race, ethnic origin, colour, age, sexual orientation, religion or belief, trade union membership or any other factors that are not relevant to their capability or potential. To this end, the company has an Equality and Diversity policy and it is the responsibility of each employee to contribute to its success.

Flexibility Statement

This job description is not exhaustive and may change as the post develops or changes to align with service needs. Any such changes will be discussed directly between the post holder and their line manager.

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PERSON SPECIFICATION

Essential

Person Specification

Essential

- Full **GMC registration**
- Working at **Specialty Doctor / GP level** or able to evidence equivalent experience
- Background in Geriatric Medicine, Acute Medicine, General Medicine or General Practice
- Experience managing patients with **frailty, multimorbidity and complex needs**
- Ability to make **independent clinical decisions** in acute or urgent care settings
- Understanding of clinical governance, quality and patient safety
- Excellent communication and interpersonal skills
- Ability to work effectively within a multidisciplinary team
- Commitment to continuing professional development
- **Full UK driving licence** with access to a vehicle for work purposes

Desirable

- Experience working within a **Hospital at Home or Virtual Ward** service
- Experience using community or acute clinical systems (e.g. SystemOne)
- Additional clinical skills relevant to community-based acute care

Other requirements: -

- Have a full driving licence, with own vehicle and business insurance

Employee Signature

Manager Signature
