

Job Description

Job Title:	Specialty Grade Doctor in Community Sexual and Reproductive Health
Reports to (job title):	Consultant Clinical Lead / Service Manager
Line Manager to:	N/A

Introduction

This is a full time 10 Programmed Activity (PA) substantive **Specialty Grade Post** in Community Sexual and Reproductive Health. The post holder will be employed by HCRG Care Group, who are commissioned by the local authority to deliver the Cheshire West and Chester NHS Sexual Health service. We are seeking to recruit a doctor with skills in integrated sexual health (including contraception provision). The appointee will contribute to our clinical governance programme and will have the opportunity to participate in audit, education and research supported by the service.

HCRG Care Group - Cheshire West and Chester Integrated Sexual Health

We change lives by transforming health and care.

Established in 2006, we are one of the UK's leading independent providers of community health and care services, working with health and care commissioners and communities to transform services with a focus on experience, efficiency, and improved outcomes. We deliver and transform adult and children community health services, primary care services including urgent care, sexual health, dermatology, and musculoskeletal services as well as adult social care and wellbeing services.

From around 500 locations across England, we support communities of many millions and directly help more than half a million people each year.

Cheshire West and Chester Integrated Sexual Health Service provides free and confidential NHS sexual health services in the Cheshire West and Chester local authority area, including Winsford, Blacon and Ellesmere Port. Our services provide free information and advice on all types of contraception, STI testing and treatment and HIV clinical care. We are a "Level 3" integrated contraception and sexual health (ICASH) service, combining the medical specialties of Genitourinary Medicine (GUM) and Community Sexual and Reproductive Health (cSRH). Our main service base is at the Fountains Health Centre in Chester. Our service is confidential, non-judgemental and for people of all ages, genders, and orientations.

Our vision is to empower all people living in Cheshire West and Chester to enjoy positive sexual health and wellbeing.

Integrated Sexual Health Services provide a range of interventions that enable people to experience healthy sexual relationships.

We require a prevention focussed integrated sexual health service that meets the needs of the local population within the borough and minimises the need for residents to travel out of the area; a service that will continually improve education, prevention, testing, treatment, and support services in response to a changing environment of sexual health and relationship needs.

The service will improve sexual health by delivering a range of interventions across the life course; with a focused direction of travel towards prevention, building resilience and self-esteem, along with consistently promoting healthy choices. The service will provide open and easy access, cost-effective, high-quality provision for contraception and prevention, diagnosis, and management of sexually transmitted infections (including HIV), according to evidence-based protocols.

Service Staffing (FTE)

Role:	FTE:
Administrative Assistant	6.3
Advanced Nurse Practitioner	2
Assistant Practitioner	1
Consultant	2
Specialty Doctor	2.2
Specialist Grade	1.9
HealthCare Assistant	4.82
Nurse Manager	1
Service Manager	1
Administration Manager	1
Sexual Health and Chlamydia data officer	1
Specialist Practitioner	8.93

The Integrated Contraception and Sexual Health Service deals with approximately 20,000 attendances per year across all sites. Patient flow into clinic is managed by administrative staff, online booking and a specialist nurse acting as “clinic co-ordinator” for urgent presentations.

The above list is not exhaustive, and the post holder will be required to undertake any other task reasonably expected or requested by the clinical lead.

Note that HCRG Care Group employees transferring from NHS employment can remain in the NHS pension scheme and maintain their continuous NHS service date. The HCRG specialty grade contract is based on the national contract.

Prospective candidates are encouraged to visit the department at Fountains Health, Delamere Street, Chester CH1 4DS. Contact Charlotte Deaveny, Service Manager (charlotte.devaney@hcrpgcaregroup.com, 07773 25808) and Dr John Evans-Jones, Consultant in Genitourinary Medicine, and Clinical Lead(john.evans-jones@nhs.net)

Other significant members of staff include Rowena Bradford (ANP) and Staff Grade and Associate Specialist (SAS) doctors Dr Wendy McLoughlin, Dr Victoria Greensill and Dr Rani Chandy (General Training Programme Director for the Faculty of Sexual and Reproductive Healthcare). There are also Specialty Registrar in General Practice (GPST) and Specialty Registrar (ST3+) in GUM training posts.

Job purpose

The appointment will be a full-time (10 PA) Speciality Grade Doctor in Community and Sexual Reproductive Health, with office accommodation provided. The appointee must hold the Diploma of the Faculty of Sexual and Reproductive Healthcare (DFSRH) or equivalent and meet the Faculty of Sexual and Reproductive Healthcare (FSRH) person specification for the Specialty Grade. It would be desirable for the appointee to be someone with an interest in working towards the Membership of the Faculty of Sexual and Reproductive Healthcare (MFSRH) qualification and hence on to the Specialist Grade.

It is expected that the appointee will deliver appointment clinics for Long Acting Reversible Contraception (LARC), complex contraception and ICASH. LARC and complex contraception patients will be seen both at our Fountains site and in community clinics. The sexually transmitted infection management component of the ICASH work would consist of "level 2" STI management, such as symptomatic female patients and male urethral discharge. Further training will be provided in this element of practice if required. Any complex level 3 work would be supported directly by on-site GUM consultants. HIV clinical care such as the prescribing of antiretroviral medication does not form part of this post. The postholder will be encouraged to take on leadership roles within the service according to their interest.

The post holder may be asked to deliver one evening clinic per week, although the final job will be negotiated with the successful appointee. Clinics will consist of booked appointments for referrals from other members of the clinical team, or GPs and directly booked patient appointments. Due to the more complex nature of the complex SRH/LARC clinics, appointments are scheduled for 30 minutes for follow-up and 45 minutes for complex and new patients. There is no direct in-patient responsibility with this post. The appointee will be expected to work with the multidisciplinary team to identify clinical governance and training needs. This will include support to the existing Diploma of the Faculty of Sexual and Reproductive Healthcare (DFSRH) local training programme. Therefore, experience in motivating teams and in delivering teaching is essential.

Key Accountabilities and Duties

The post holder will be expected to work with the MDT. They will undertake 5 clinics per week (4 LARC/ Contraception, 1 ICASH) and will support the clinical lead.

The appointee will participate in Clinical Governance, Clinical Audit, CME and meet the annual CPD requirements of the appropriate Royal College / Faculty.

HCRG Care Group supports the requirements for continuing professional development and is committed to providing time and financial support for these activities.

The postholder will be required to follow the policies and practices laid down within HCRG Care Group

The postholder will undertake annual appraisal and ensure they meet the requirements for continuing professional development in line with GMC good medical practice and to meet requirements for

revalidation. The postholder would also be supported to undertake further training to become a revalidation appraiser for consultant/SAS colleagues

All medical and dental staff employed by HCRG Care Group are expected to comply with its risk management and Health and Safety policies, procedures and guidelines, and information Governance policies.

All staff are personally responsible for record keeping. A record is anything that contains information and any medium e.g., paper, tapes, computer information etc which have been created or gathered to document NHS activity.

All individuals within HCRG Care Group are responsible for any records they create. Records must be retained in accordance with the records management policy and stored in a manner that allows them to be easily located in the event of a Freedom of Information request.

The postholder must ensure complete and accurate data is collected to the highest standard. Data collection should be supported by adequate documentation and processes should be reviewed regularly. All staff should ensure that processes conform to national standards and are fit for purpose. All staff should comply with Information Quality Policy.

All staff are expected to have or to gain a minimum of basic IT skills to enable them to use the IT systems to support the organisation's services and needs.

Staff should be familiar with relevant IT systems, security policies and procedures.

The postholder will be supported to participate in the mentoring scheme run jointly by the British Association for Sexual Health and HIV (BASHH), the Faculty of Sexual and Reproductive Healthcare (FSRH) and the British HIV Association (BHIVA).

Work Programme

The post has 10 Programmed Activities – 7.5 for direct patient care (DCC) and 2.5 Supporting Professional Activities (SPA) for service development and leadership. An indicative 10 PA week can be summarised as follows, final timetable will be confirmed with the successful candidate on appointment and reviewed after an appropriate period in line with the trusts job planning policy. Flexible and less than full time working arrangements will be considered, including job share and compressed or annualised hours.

Outline Provisional Job Schedule:

Monday	Tuesday	Wednesday	Thursday	Friday
Stanney Lane (Ellesmere Port)	Fountains (Chester)	Fountains (Chester)	Fountains (Chester)	Fountains (Chester)
AM SPA or CGP Or PM SPA Evening	AM DCC admin PM	AM ICASH clinic or CGP DCC admin	AM LARC/Contraception clinic PM	AM DCC admin PM

LARC/Contraception Clinic	LARC/Contraception Clinic		SPA	ICASH clinic

CGP=Clinical Governance Programme (Service Training)

Base

Office accommodation will be shared with the other doctors in the department. Secretarial support will be provided by a medical secretary and other administrative staff.

Access to appropriate IT systems will be provided in the office accommodation as well as in the clinical areas.

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
<ul style="list-style-type: none"> Inspire Understand Communicate 	<ul style="list-style-type: none"> Challenge Improve Learn 	<ul style="list-style-type: none"> Accountability Involve 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.

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.

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 always observe fire and security precautions.

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.

Medicines Management Responsibility

Nursing or registered healthcare professionals

Undertake all aspects of medicines management related activities in accordance with the company's medicines policies to ensure the safe, legal, and appropriate use of medicines.

Skilled non-registered staff

Undertake all aspects of medicines management related activities in accordance with the company's medicines policy where appropriate training has been given and competencies have been achieved.

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.

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.

Personal Specification

1. SKILLS AND ABILITY

Number		Essential	Desirable
1.1	Excellent communication skills, verbal and written	✓	
1.2	Excellent patient communication	✓	
1.3	Ability to organise and prioritise workload and to delegate responsibilities and supervise staff	✓	
1.4	Ability to undertake robust audit within team structure	✓	
1.5	Ability to motivate and inspire a multi-disciplinary team and work sensitively within teams	✓	

2. KNOWLEDGE, EXPERIENCE AND TRAINING

Number		Essential	Desirable
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2.1	Minimum of 4 years medical work (either continuously or in aggregate) since obtaining a primary medical qualification, of which a minimum of 2 years should have been in integrated sexual health specialty or a specialty relevant to the specialist interest, including SRH provision in primary care	✓	
2.2	Management of sexually transmitted infections and/or Sexually Transmitted Infection (STIF) competency training		✓
2.3	Clinical experience in other aspects of sexual health i.e., vasectomy, psychosexual medicine, menopause clinics, ultrasound scanning		✓
2.4	Knowledge and principles of resource and budget Management		✓
2.5	Understanding importance of clinician in management		✓

3. EDUCATION AND RESEARCH

Number		Essential	Desirable
3.1	Basic medical qualification registrable in UK and current GMC registration	✓	
3.2	DFSRH (or working towards)	✓	
3.3	Interest in working towards the MFSRH qualification and an application to the specialist grade		✓
3.4	Letter of competence in IUC or equivalent		✓
3.5	Letter of competence in sub-dermal implants or equivalent		✓
3.6	Application/acknowledgement of evidence-based practice	✓	
3.7	A working understanding of child protection issues	✓	
3.8	Management training		✓
3.9	Research/publications in sexually transmitted infections, contraceptive/reproductive health, and other aspects of sexual health		✓
3.10			✓

3.11	Teaching qualification appropriate to sexual health e.g. faculty registered trainer or meets eligibility criteria Appropriate higher degree (e.g., MSc, MD /PhD) or other postgraduate qualification (e.g. MRCPGP, MRCOG)		✓
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4. OTHER REQUIREMENTS

Number		Essential	Desirable
41.	Willingness to work flexibly to support the needs of the service	✓	
4.2	Ability to travel	✓	