

Job Title:	Non-Scalpel Vasectomy Doctor - Bank
Reports to (job title):	Service Manager
Line Manager to:	N/A

Job purpose

We are looking for someone to join our team on a bank contract who is trained on the delivery of non-scalpel vasectomies

The Integrated Sexual Health Service operates clinics across Coventry and Warwickshire within 4 hubs (Rugby, Leamington , Nuneaton and Coventry). The current Vasectomy clinic is in Nuneaton but we would need the successful applicant to be able to operate from the other hubs if required.

We are looking to offer the opportunity to individuals who are able to work with us where required. *Please note that in this service the sessions are for 4 hours.*

Key responsibilities

You will be responsible for the delivery of non-scalpel vasectomies, working within the Integrated Sexual Health Service. The wider service incorporates several key elements, including contraception services, genitourinary medicine, vasectomy, HIV treatment, cervical cytology and sub-contracted services delivered by GPs, pharmacies and the voluntary sector in Coventry and Warwickshire.

You will work in close collaboration with the other members of the clinical team to deliver outstanding patient-centred care that meets the needs of the local population and reduces health inequalities.

Your main duties and responsibilities will be to provide high quality, safe and effective clinical services for patients undergoing vasectomy and associated care. There is a Service Operating Procedure that is in place for the procedure to ensure that there is adherence to clinical and safety standards.

Other duties:

- To perform non-scalpel vasectomies under local anaesthesia and assist with the organisation of surgical lists.
- Undertakes a “on the day” reiteration of the preoperative assessment ensuring that all patients are suitable to proceed for the intervention and on the day observations. Ensuring patients are fully informed, consent obtained, and any identified risks reiterated.
- To provide support and information to clients during the procedure and immediately post-operatively and review post operative semen analysis result

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

- Inspire
- Understand

Think

- Challenge
- Improve

Do

- Accountability
- 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 2018 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.

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 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.

Medicines Management Responsibility

Nursing or registered healthcare professionals

Undertake all aspects of medicines management related activities in accordance within 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

Essential

- CoSRH SSM in Vasectomy
- Current GMC registration with evidence of revalidation
- Experience of undertaking vasectomy procedures
- Knowledge of wider contraception methods, wider element of men health
- Current evidence of mandatory training to include IG training, IPC training, Safeguarding training and MCA

Desirable

- Knowledge
- DFSRH (Diploma of the Faculty of sexual and reproductive health)
- Awareness of service development issue

Skills and Education

Essential

- Current GMC registration with evidence of revalidation
- Current Indemnity Cover

Desirable

- Knowledge of SystemOne
- Knowledge of Lillie IDOX

Employee signature

Manager signature
