

Job Title:	Consultant in Genitourinary Medicine
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 Consultant Post in Genitourinary Medicine (GUM). 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. The consultant will work mainly in our integrated contraception and sexual health clinic (ICASH) at the Fountains Health Centre in Chester city centre. The appointee will contribute to the clinical governance programme and will have the opportunity to participate in 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 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, and encouraging 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	3
Specialty Doctor	1.68
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 18,000 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 consultant contract is based on the national contract.

Prospective candidates are encouraged to visit the department at Fountains Health, Delamere Street, Chester CH1 4DS. Contact Dr John Evans-Jones, Clinical Lead and Consultant in Genitourinary Medicine ([john.evans-jones@nhs.net](mailto:john.evans-jones@nhs.net)) or Sexual Health General Manager Karen Beaman ([karen.beaman@hcrpgcaregroup.com](mailto:karen.beaman@hcrpgcaregroup.com)).

Other significant members of staff include Joseph Deering (Nurse Manager) 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 and sometimes also Foundation Programme trainees.

## Job purpose

The appointment will be a full-time (10 PA) Consultant in Genitourinary Medicine, with office accommodation provided. The appointee must be on the GMC specialist register for GUM or within 6 months completion of CCT or CESR and meet the provided person specification.

It is expected that the consultant will deliver appointment clinics for Sexual Health and HIV at the Fountains Sexual Health Centre. Travel to community clinics may be required on a rotational basis, approximately one clinic per week with travel time allocated in the job plan, although the initial job schedule will only include clinics at the Fountains site in the city centre. Long Acting Reversible Contraception (LARC) clinics could be incorporated into the successful candidate's job plan if desired and needed by the service.

The appointed consultant will be required to participate in professional activities such as continuing professional development, education and training, research and audit. There are regular service governance and education meetings; attendance is expected. HCRG Care Group also arrange occasional sexual health network meetings for clinicians representing all of our services. There is a medical leadership structure within the organisation.

The post holder would also be expected to deliver at least one evening clinic per week. Consultant 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 consultant clinics, appointments are scheduled for 30 minutes for most follow-ups 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 British Association for Sexual Health and HIV (BASHH) Sexually Transmitted Infection Foundation (STIF) intermediate and advanced training programme. Therefore, experience in motivating teams and in delivering teaching is essential.

The new consultant would be expected to be involved in the HIV aspect of the work. Policies on HIV post exposure prophylaxis (PEP) and HIV in pregnancy are already in place at the nearby Countess of Chester NHS Foundation Trust but need regular updating with input from pharmacy, emergency medicine, obstetrics and paediatrics. An honorary contract can be arranged. Referral pathways also exist between the service and the local Sexual Assault Referral Centre (SARC).

The appointee will be responsible for the care of patients referred both by open access and referral from general practitioners, clinic letters in reply being an expectation for the latter. They will support the existing consultants in providing an integrated GUM/HIV and Sexual and Reproductive Health service.

The HIV cohort consists of about 250 patients; this service is managed by the Royal Liverpool University Hospital NHS Trust, a Service Level Agreement being in place. The post holder will contribute to the HIV service in clinic, by dealing with results and ad hoc clinical requests and by attendance at regional multi-disciplinary meetings. HIV pharmacy, HIV and AIDS Reporting System (HARS) submission and electronic medical record keeping are provided by the Royal Liverpool, as well as a visiting HIV consultant.

## Key Accountabilities and Duties

- The post holder will be expected to work with the MDT. They will undertake 5 consultant clinics per week.
- Have an important role in the training of junior medical staff and nurses, both within and outside of the organisation.
- Attendance at occasional relevant hospital grand rounds is expected as would be a contribution to teaching for Foundation and Internal Medical Training at the Countess of Chester. The department also hosts medical and nursing student placements.
- The consultant would be expected to take up significant positions on various groups dealing with sexual health initiatives e.g. the Cheshire, Merseyside and North Wales HIV Managed Care Network, the Regional BASHH branch, Sexual Health Commissioning and the HCRG Care Group Sexual Health network.
- 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 in to become a revalidation appraiser consultant/SAS doctor 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 encouraged 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).

## Consultant 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 organisation's job planning policy. Flexible and less than full time working arrangements will be considered, including job share and compressed or annualised hours. Laboratory results which require medical review are dealt with in rotation by GUM staff. There is no on-call commitment or weekend working associated with this post. Prospective cover for absent colleagues is usually dealt with within the clinic rota and the below job schedule.

### Outline Provisional Job Schedule:

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
Fountains (Chester)	Fountains (Chester)	Fountains (Chester)	Fountains (Chester)	Fountains (Chester)
AM or PM SPA or CGP	AM HIV or PrEP clinic or DCC admin	AM DCC admin/SPA/CGP	AM ICASH clinic	AM ICASH Clinic
Evening ICASH Clinic	PM ICASH clinic or DCC admin	PM ICASH clinic	PM SPA	PM ICASH clinic or Regional HIV MDT or Regional BASHH

CGP= Service Clinical Governance Programme (monthly – alternates between Monday am and Wednesday am)

Clinic times: AM 08:30-12:00 hrs, PM 13:00-16:00 hrs, Evening 16:00-19:30 hrs

DCC admin duties will include results rota, letters, prescriptions, emails about patients and both unit and regional HIV MDTs

# Job Description

## Base

Office accommodation will be shared with the other consultants 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"> <li>• Inspire</li> <li>• Understand</li> <li>• Communicate</li> </ul>	<ul style="list-style-type: none"> <li>• Challenge</li> <li>• Improve</li> <li>• Learn</li> </ul>	<ul style="list-style-type: none"> <li>• Accountability</li> <li>• Involve</li> <li>• Resilience</li> </ul>

## 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 DATIX 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 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 expect 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
2.1	Management of sexually transmitted infections and HIV	✓	
2.2	Contraception, sexual and reproductive health	✓	
2.3	Knowledge and principles of resource and budget management	✓	
2.4	Understanding importance of clinician in management	✓	

### 3. EDUCATION AND RESEARCH

Number		Essential	Desirable
3.1	Basic medical qualification registrable in UK	✓	
3.2	Entry on the GMC specialist register for Genitourinary Medicine or equivalent via:	✓	

	<ul style="list-style-type: none"> <li>- CCT (proposed CCT date must be within 6 months of interview)</li> <li>- CESR or European community rights</li> <li>- Other approved method of entry</li> </ul>		
3.3	MRCP, MRCOG or equivalent	✓	
3.4	Diplomas in HIV, GUM and DFSRH	✓	
3.5	Letter of competence in sub-dermal implants or equivalent	✓	
3.6	Specialist skills relevant to sexual and reproductive health	✓	
3.7	Application/acknowledgement of evidence-based practice	✓	
3.8	A working understanding of child protection issues	✓	
3.9	Letter of competence in intrauterine techniques		✓
3.10	Management training	✓	
3.11	Research/publications in sexually transmitted infections, contraceptive/reproductive health, and other aspects of sexual health		✓
3.12	Teaching qualification appropriate to sexual health (e.g. BASHH STIF trainer, Royal College of Physicians or University) and/or GMC registered trainer status		✓
3.13	Appropriate higher degree (e.g., MSc, MD /PhD)		✓

## 4. OTHER REQUIREMENTS

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

# Job Description