Vacancy for Consultant Psychiatrist in Children & Adolescent Mental Health Services

Plymouth Community Healthcare (PCH) is a social enterprise that provides community and mental health services in the City of Plymouth.

PCH is one of the largest social enterprises in the UK and we believe that it is one of the most progressive organisations operating in the NHS.

An exciting opportunity has arisen to appoint a substantive Consultant Psychiatrist in Children and Adolescent Mental Health Services (CAMHS). The successful applicant will join two established Consultants in the specialty and will be based on the Mount Gould Hospital site. The post covers two main areas of activity: to support the acutely unwell children and young people who present to the CAMHS Outreach Team (COT), which is a multi-disciplinary team giving a first line response to young people in crisis; and working within the generic team known as Plymouth Multi-Disciplinary Team (PMDT).

There is scope to tailor the job to suit the interests of the right candidate and we would be happy to discuss any special interest that you would wish to incorporate into your substantive role. We are also pleased to confirm that in a full time role we continue to allocate 2.5 SPA time.

Suitable candidates will be registered with the GMC and hold a licence to practice. You will hold accreditation as a Child and Adolescent Psychiatrist or be within 6 months of obtaining your CCT at the date of interview to be eligible. You will have a passion for working in a collaborative way to achieve the best outcomes for our Children and Young People.

This is a replacement post, it is accredited by the Royal College of Psychiatrists and appointment will be to the new consultant model contract with salary dependent on seniority and thresholds, subject to negotiation of the agreed job plan.

As an employee of PCH you can expect to receive an excellent benefits package, discounts on products and services. You could save money on childcare, cycle schemes, gym membership, lease car and much more. You will have access to the NHS Pension Scheme and a relocation package.

PCH values its clinicians and invests in their development as clinicians and leaders. We would welcome the opportunity for you to have an informal visit to the Department. The Medical Director, Dr Andy Sant and the Medical Lead for CAMHS, Dr Sarah Huline-Dickens would welcome the opportunity to discuss the post with prospective candidates.

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**Hours: 10 PAs per week**

**Salary: £75,249 to £101,451 dependent on seniority**

**Closing date for applications:** Friday 31st July 2015

**Interviews will be held on:** Wednesday 19th August 2015

**Please apply via NHS jobs:** www.jobs.nhs.uk

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For an informal discussion, please contact:

Dr Andy Sant, Medical Director
Tel: 01752 435042  email: a.sant@nhs.net

Dr Sarah Huline-Dickens, Lead Consultant CAMHS
Tel: 01752 434476  email: Sarah.Huline-Dickens@nhs.net

Teresa Duggan, Medical Staffing Manager
Tel: 01752 435030  email: teresa.duggan@nhs.net

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Plymouth Community Healthcare
Supporting people to be Safe, Well and at Home
Job Description for
Consultant in Child and Adolescent Psychiatry – CAMHS Outreach Team, North West Locality
Plymouth Community Healthcare (PCH) Community Interest Company (CIC) is a social enterprise that provides community services in the City of Plymouth following the commissioner provider split brought about through Transforming Community Services. Only established in 2011, it is already developing a reputation for community care and integration. This is a core focus of the organisation and further related development is planned. It is the only community organisation employing doctors regionally.

With regard to the beautiful local area, to the northeast lies the rugged and virtually unpopulated Dartmoor National Park. On its western edge sits the unspoilt market town of Tavistock, at the centre of one of the most beautiful farming areas in the West Country. To the east of Plymouth, the South Hams boasts many charming villages, unspoilt beaches and fishing ports. The South Devon and Cornwall coastlines are within easy reach and there are regular cross Channel ferry services to Brittany and Northern Spain. Plymouth and its surrounds in south Devon and Cornwall comprise one of the major outdoor leisure areas in the UK. Activities include seaside sports such as surfing, windsurfing and sailing plus access to unlimited walking opportunities at whatever level (Dartmoor, Bodmin Moor, coastal footpaths).

Job Outline

Applications are invited for the post of Consultant in Child and Adolescent Psychiatry – CAMHS Outreach Team.

Hours: 10 PAs (subject to negotiation of an agreed job plan)
Salary: £75,249 to £101,451 dependent on seniority
Location: Mount Gould Hospital (but travel will be required)
Reports to: Medical Director and Deputy Locality Manager – North West

The successful applicant will join two established Consultants in the specialty. Appointment will be to the new Consultant Contract, salary range £75,249 to £101,451 for 10 Programmed Activities, dependent on seniority and thresholds, subject to negotiation of the agreed job plan. The post covers two main areas of activity: to support the acutely unwell children and young people who present to the CAMHS Outreach Team (COT), which is a multi-disciplinary team giving a first line response to young people in crisis; and working within the generic team known as Plymouth Multi-Disciplinary Team (PMDT). This is a replacement post.

This post has the endorsement of the Royal College of Psychiatrists.
The CAMH Services in Plymouth.

These essentially comprise:

a) **A CAMHS Early Intervention Service** – focusing on providing community based mental health services to the 0-18 years (19 years for children in care). This brings together the work of the CAMHS Infant Mental Health Team, Primary Mental Health Work Team and Targeted Mental Health in Schools Team, enhanced through specified pathways from CAMHS Early Intervention to Specialist CAMHS, for children and young people who display risk taking behaviour (i.e. offending behaviour, substance misuse, emergence of psychosis),

b) **A Specialist CAMH Service** – to manage the children and young people who present with neurological developmental concerns, severe learning disability and those children and young people who are looked after by the local authority and in need of rapid access to targeted mental health services to avoid the deterioration of their mental health. This part of the service also sees children and young people with highly complex mental health needs and includes: COT (a CAMHS Outreach Team), Severe Learning Disability, nursing practice, neurological developmental assessment/work, consultant assessment/review and psychological therapies. The service has always had a well-developed neurodevelopmental component.

This post will sit within the specialist CAMHS service.

The CAMHS Outreach Team (COT)

This team was established in 2009 to have two main functions: first, to provide a home-based, community outreach service; the second function is to offer next day assessments for children and young people who present to the A&E department at Derriford Hospital following an episode of deliberate self-harm.

The team is designed to meet the needs of children and young people with mental health problems who are experiencing severe difficulties and who present high risk of harm to themselves or others.

The target population includes children and young people presenting with psychosis, suicidal depression, serious eating disorder, severe OCD, and other acute symptoms of mental illness requiring rapid assessment. This is not an exhaustive list.

The aims of the team are to provide an alternative to hospital admission, to strengthen networks rather than replace them, and to enable the family to contain the young person in the home and community. The team will offer intensive assessment, aiming to stabilise the acute mental health crisis, followed by assertive maintenance through the period of highest risk of relapse. Towards the end of treatment, the team will undertake liaison to support engagement with the Plymouth mainstream team, or relevant adult mental health team.
The team base is a building known as ‘Revive’, formally the Young People’s Centre, Mount Gould Hospital, and this will provide the administrative base for the team. However at the time of writing there are plans to move the administrative base to Plym Bridge House which would be nearer the main hospital (Derriford), yet the team would still hold assessments and team meetings at Mount Gould Hospital.

The team will also respond to self-harm assessments at Derriford A&E department. It will offer next day assessment as standard, mainly through the inclusion of a full time self-harm nurse within the team. Team members will also have to contribute to these assessments when several occur on any day, or when the self-harm nurse is on leave, or for other reasons.

The consultant will be part of the team, which provides expert clinical practice supervision, leadership, team maintenance, reflection, risk management and sharing, learning and teaching. However the consultant will only be expected to respond to patients within the catchment area of Plymouth. Of the 253 patients per year referred to the team on average, for example, 80 are from elsewhere in Devon or Cornwall, and the locality area consultant will normally respond to these referrals rather than the COT consultant.

The Consultant working within the COT needs to have robust skills in risk assessment and risk management; an ability to undertake holistic assessment that incorporate the medical and social model; to undertake community visits and to co-work difficult cases. They will need to provide support, guidance and expertise especially in complex cases; be accessible to COT when needed; and have dedicated time slots to see COT patients. Ideally the candidate will have experience of working with children, young people and their families especially when they are in crisis, or experience of working in an assertive outreach manner; and be an advocate for COT at relevant meetings. Owing to the nature of the work they need excellent record keeping skills.

This team currently comprises 4.4 WTE, including a Team Manager, Band 7 nurse, two Mental Health Practitioners (2.0), a Social Worker (0.6) and a Band 6 Nurse (1.0).

COT meets for its own weekly referral meetings and generates referrals of approximately 2-3 young people per week who will need psychiatric assessment. As some of these young people may need urgent assessment the post holder will need to be able and willing to undertake mental health act assessment work on occasion, supported by the COT team. Any assessments needing to take place in patients’ homes will be done jointly with another member of the team.

There will in addition to these urgent assessments also be a caseload of approximately 50 cases from the PMDT to manage largely comprising the more complex end of adolescents with mental disorders.

There is the opportunity for the post holder to develop a special interest for example in eating disorders or paediatric liaison and this will be encouraged and supported by the organisation.
Main Responsibilities

Clinical

- To be clinically responsible for the assessment and management of children and young people referred to and accepted into the CAMHS team.
- To provide leadership, supervision, reflection, and risk management to the key workers on the team.
- To abide by, and contribute to, the governance arrangements and processes of the service. This includes providing a culturally competent practice, appropriate record keeping, and discharging duties under the safeguarding children agenda.
- To supervise non-training grade doctors and psychiatric trainees allocated to the teams.
- To enact cross cover arrangements for annual, study and professional leave, with the other child and adolescent psychiatrists in the department. Cover for long-term sick leave will not be expected via these cross-cover arrangements.
- Participation in the CAMHS consultant on-call duty rota.
- To participate in Continuing Professional Development (CPD) as approved by the Royal College of Psychiatrists.
- An interest in research and a willingness to supervise trainees will be encouraged.
- To establish effective working relationships with GPs, ensuring effective communication and to support the development of relationships within Plymouth Community Healthcare.
- To uphold the principles of Clinical Governance and adhere to PCH’s clinical governance requirements.
- To take part in an Annual Appraisal Programme, with the development of Personal Development Plans, focused on Continuing Professional Development.
- To adhere to all the organisations policies and procedures.

It would be expected for this post holder to attend the regular CAMHS consultant meetings (currently held on Tuesdays). There is also the opportunity for the post holder to develop a special interest in eating disorders in this post. Other special interests will also be encouraged and supported, for example in looked after children or paediatric liaison.

Main Working Relationships

- CAMHS Consultant Colleagues
- North West Deputy Locality Manager
- Medical Director
- All CAMHS staff and especially the COT and PMDT
- People and their carers who access our services
- GPs
Medical Staff

The current medical staff establishment consists of:

- Dr Sarah Huline-Dickens, Consultant Child and Adolescent Psychiatrist, Neurodevelopmental Team, Children’s Day Programme, Training Program Director and Lead Consultant (10 sessions)
- Dr Fernanda Costas-Garcia, Consultant Child and Adolescent Psychiatrist, Tier 4 adolescent unit at Plym Bridge House (10 sessions)
- Agency Locum Consultant Child and Adolescent Psychiatrist (8 sessions)
- Agency Locum Consultant Child and Adolescent Psychiatrist (10 sessions)
- Dr Wolf Jennet, Locum Consultant Paediatrician (6 sessions)
- Dr Morian Roberts, Locum Consultant Child and Adolescent Psychiatrist (4 sessions)
- Dr Tasha Barlow, Specialty Doctor in Child and Adolescent Psychiatry (10 sessions)

CAMHS Management Arrangements

There is currently a consultant lead, Dr Huline-Dickens, who has, in liaison with the Medical Director, specific responsibility for the medical staff working within CAMHS. The managerial accountability of the service lies with the North West deputy locality manager.

The professional leads for nursing, psychology and therapies hold professional accountability only. Operational line management of the multi-disciplinary team, except for medical staff, sits with the Deputy Locality Manager.

The post of Medical Director is currently occupied by Dr Andrew Sant who also holds the role of responsible Officer for revalidation under the 2010 Medical Professionals (Responsible Officer) Regulations.

Clinical governance procedures are under review and clinical governance for the whole department will shortly be one of the responsibilities of the newly created modern matron post. Otherwise the arrangements sit within the wider structures of Plymouth Community Healthcare.

Appraisal arrangements

PCH expects all Consultants to have an annual appraisal, which is now also necessary for revalidation. PCH provides a list of approved appraisers.
Section 12 approval

It is essential that the post holder has, or is eligible for, Section 12 approval in order to fulfil their expected clinical duties. It is also essential that the post holder is, or is eligible to be, an Approved Clinician under the Mental Health Act, as part of the duties while on call to the Plym Bridge Unit to act as Responsible Clinician to any current patients detained under the Mental Health Act.

Academic

The CAMHS consultants meet every two months for a Continuing Professional Development (CPD) Meeting for peer supervision and training. This group also acts as an informal supportive group for the purposes of peer supervision and discussion of difficult cases etc.

There is a weekly academic programme in the wider organisation, including case presentations, a journal club, and a monthly grand round, run by the adult psychiatrists for core trainees, to which all consultants are welcome.

There is also a quarterly training committee of the Devon Child and Adolescent Psychiatry Higher Specialist Training programme, which includes case presentations, and a journal club, and updates on training developments to which all consultants with an interest in training are welcome.

Other academic opportunities are available through links with the Medical Schools (see below).

Research

The post holder will be encouraged to participate in research. Mental health research is within the portfolio of interests at Plymouth University. There is no Chair in Plymouth for the specialty but the reader for psychiatry is Dr Will Lee who is a consultant colleague with sessions as an academic employed by Plymouth University and a clinician attached to Plymouth Community Healthcare.
Teaching and development

- **Undergraduate:** Medical students from the Peninsula College of Medicine and Dentistry attend regularly to obtain psychiatric experience as an integral part of their training, either on observational placements in Years 1 and 2, or on pathway placements in Years 3 and 4. The post holder will be encouraged to participate in teaching these medical students.

The Peninsula Medical School (also known as Peninsula College of Medicine and Dentistry) has in the last year disaggregated to form the Plymouth University Peninsula Medical and Dental School (PUPSMED) based in Plymouth and also the University of Exeter Medical School based in Exeter. Links with both organisations will be retained. Whilst medical students will continue to attend the department for placements through Plymouth (PUPSMED) there are also good links with Professor Tamsin Ford at Exeter.

- **Postgraduate:** PCH CAMHS hosts a number of postgraduate trainees. All psychiatric training in Plymouth comes under the auspices of the School of Psychiatry within the South West Peninsula Deanery.

There is an F2 post hosted within Plym Bridge House on a four monthly rotation and a Core Trainee post that sits as part of the general psychiatry rotation. CAMHS has a Core Trainee every six months. The Core Trainees have a College Tutor (Dr Maung Oakarr) and also a Training Programme Director (Dr Naresh Buttan) who support them.

Additionally the department benefits from links with the academic activity of the University of Exeter Medical School: one Academic Clinical Lecturer (ACL) has been recently recruited to the higher training scheme and an Academic Clinical Fellow (ACF) is to join the scheme next year.

In addition Higher Trainees rotate through the department. There are three NTNs on the Peninsula programme, although it has the capacity for four trainees.

Currently accredited placements are in the Tier 4 unit, and in the Tier 3 neurodevelopmental team, with other placements in neighbouring Trusts (Virgin Healthcare and Cornwall Foundation Trust). However all Higher Trainees participate in the CAMHS on-call rota for Plymouth.

The post holder is welcome to apply to become a supervisor of both Core and Higher Trainees subject to appropriate mandatory supervisor training which is available locally.
On Call Arrangements

The post holder will be required to participate in the on call rota. This amounts to 1:5 but supported by a core trainee and a specialist trainee (on a 1:7 rotation).

The on call doctor is responsible for the supervision of the Tier 4 unit and for responding to emergency referrals from the community, acute hospital and police. Additionally you may be required to accept Tier 4 referrals from other consultants in the region. On call attracts an additional allowance of 0.5PA in the job plan.

Quality Improvement / Audit

The Quality Improvement and Support Team (QUIST) consist of two Quality Improvement Facilitators and a NICE Audit Facilitator who are able to offer expert information, support and analysis for those wishing to undertake audit. They are supported by Meridian and SNAP systems for data management and analysis. The team supports a yearly cycle of regular audit as determined by national and local policy and guidance, as well as individual audits at the request of teams or individual clinicians. They play a key role offering advice and support throughout each stage of the audit cycle.

Access to mentoring

The South West Region provides and supports a voluntary mentorship scheme for newly appointed Consultants. The post holder would be invited to take up the offer of mentorship with an experienced and appropriately trained Consultant.

Main Conditions of Service

1. The post is covered by the Terms and Conditions of Service of Hospital Medical and Dental Staff and those of the PCH.
2. Although the employer is not an NHS organisation, an equivalent contract of conditions, benefits and regulations is provided, mirroring the national consultant contract as closely as possible.
3. The post holder will be offered the option of a full-time or part-time contract. Candidates who are unable for personal reasons to work whole time are also eligible to be considered. Modification of the job plan would be subject to discussion on a personal basis.
4. The incremental salary range is £75,249 to £101,451 dependent on seniority, for 10 PAs (based on 2014/15 salary scale)
5. The post has access to an employee/employer contribution pension scheme. Further details regarding pensions can be supplied upon request including discussion with the Medical Director about the NHS pension scheme.
6. This post will be based at Revive (Formerly Young Person’s Centre), Mount Gould Hospital, Plymouth. The postholder will enjoy their own office or at most shared with one other doctor and dedicated but shared support from a secretary are integral to this post and will be based in an adjoining building. IT facilities and support are standard including access to unit/team performance data and use of the electronic record system, SystmOne. All consultant staff have access to a dedicated desktop computer and mobile devices on request.

7. The private residence shall be a matter of agreement between the individual and the Medical Director, although it is normally expected that the residence will be within 10 miles of Mount Gould Hospital, or within 30 minutes travelling time.

8. The post holder should be able to provide transport that enables them to undertake their duties as appropriate.

9. The job-plan will be negotiated with the Clinical or Medical Director and will include outpatient clinics, on-call, teaching, and supervision of trainees (where relevant), audit, management and administration. A job-plan will be subject to negotiation with the appointee.

10. All staff appointments are made subject to receipt of satisfactory medical evidence being produced.

11. A medical examination will be necessary in the Occupational Health and Wellbeing Department.

12. Annual leave entitlement is six weeks plus two statutory days (32 days in total), plus bank holidays or time off in lieu. At least six weeks’ notice is required for leave and must be planned within the constraints of cover arrangements. By mutual agreement, colleagues cover emergency on-call commitments and supervise junior staff in looking after absent colleagues’ routine work.

13. The post holder is expected to remain in good standing for Continuing Professional Development (CPD) as approved by the Royal College of Psychiatrists. PCH is committed to CPD and the study leave allocation is 33 days per three-year period. The organisation funds CPD for its Consultants.

14. Peer Groups are established, for the RCPsych CPD/PDP programme, and the appointee will be invited to join one of these.
Local Relationships

Derriford Hospital (Plymouth Hospitals NHS Trust)

Is one of the largest providers of acute care in the country and is the major tertiary referral centre for the South West Peninsula. Derriford Hospital has recently been designated as a major trauma centre, receiving patients from a wide area of Devon and Cornwall via the Air Ambulances. The managed population for the Hospital amounts to 430,000 and includes southeast Cornwall. This number expands considerably during the holiday seasons. The Trust accommodates 1,200 beds in the main building. It accepts tertiary referrals for almost all specialties, including neurosciences, cardiothoracics, oncology and vascular surgery.

Derriford’s Discovery Library is a shared resource for all clinicians in Plymouth, whichever provider they work for. This is an extensive collection of paper and electronic resources with expert librarians on hand to assist.

Derriford provides a weekly grand round on Thursday lunchtimes hosts the Hospital Specialists Medical Committee and provides leadership and other clinical training opportunities which are available to the post holder.

NHS Structure

We are under NEW (North, East & West) Devon Clinical Commissioning Group and the Kernow Clinical Commissioning Group covers East Cornwall. There is a good relationship with the commissioners and there are regular clinical pathway group meetings. Regional strategic support and leadership comes from the recently formed SHA Cluster, NHS South of England (from NHS South West, South Central & South East Coast).

Plymouth University Peninsula Schools of Medicine and Dentistry

The Peninsula Medical School had its first intake of students in October 2002 and became the Peninsula College of Medicine and Dentistry in 2006. The John Bull Building is the headquarters of the Medical School and is on the Derriford site. For the 2013 intake, the Medical School has expanded and evolving into two independent organisations (based around Plymouth and Exeter), which will allow a closer relationship with our local one (Plymouth University Peninsula Schools of Medicine and Dentistry) and greater influence on developing the teaching and research around our local strengths.
Details of the Post

Suggested job plan

PROVISIONAL JOB PLAN AND TIMETABLE

Suggested timetable: This is provisional.

<table>
<thead>
<tr>
<th>Day</th>
<th>a.m.</th>
<th>p.m.</th>
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<tbody>
<tr>
<td>Monday</td>
<td>1.0 DCC</td>
<td>New patient clinic, Revive, MGH</td>
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<tr>
<td></td>
<td>1.0 DCC</td>
<td>MDT work and case supervision/consultation</td>
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<tr>
<td>Tuesday</td>
<td>1.0 SPA</td>
<td>Consultant’s Meeting (9-10am), CPD activities, audit and research</td>
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<tr>
<td></td>
<td>1.0 DCC</td>
<td>Multi-disciplinary case reviews</td>
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<tr>
<td>Wednesday</td>
<td>1.0 DCC</td>
<td>Emergency clinic, Revive</td>
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<tr>
<td></td>
<td>1.0 SPA</td>
<td>CPD activities, audit and research</td>
</tr>
<tr>
<td>Thursday</td>
<td>1.0 DCC</td>
<td>Team meeting</td>
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<tr>
<td></td>
<td>0.5 SPA + 0.5 DCC</td>
<td>Personal CPD plus special interest session</td>
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<tr>
<td>Friday</td>
<td>1.0 DCC</td>
<td>Follow up clinic, Revive</td>
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<tr>
<td></td>
<td>1.0 DCC</td>
<td>MDT joint working</td>
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2.5 SPAs to include: CPD, audit, teaching, educational supervision, research, special interest or management

This is a suggested timetable and is open to individual negotiation.

No external or other duties are expected but of course support will be given to any doctors who have national interests or responsibilities such as Royal College work.
# Person Specification

<table>
<thead>
<tr>
<th>Domain</th>
<th>Essential</th>
<th>Desirable</th>
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</table>
| 1. Education, qualifications and special training | - Full registration with GMC with a licence to practice.  
- Eligibility for Section 12 Approval and MHA Approved Clinician.  
- Inclusion on the Specialist Register in Psychiatry at the time of taking up the Post (Specialist Registrars applying in advance must be within six months of their CCT at the point of being interviewed).  
- Extensive experience in Child and Adolescent Psychiatry essential | - Higher academic Qualification (MSc, PhD or other relevant higher qualifications)  
- MRC Psych  
- Qualification in Teaching and Learning |
| 2. Particular skills and experience | - Knowledge of Mental Health legislation  
- Participation in Continual Professional Development  
- MDT working  
- Ability to offer expert psychiatric opinion on full range of emergency and routine clinical situations | - Evidence of special interest. |
| 3. Research | - Ability to apply evidence based approach to management of clinical problems | - Completion of clinical research  
- Enthusiasm toward developing research in partnership with the university  
- Publications in refereed journals |
| 4. Teaching | - Experience of and willingness to undertake teaching of trainees and medical students  
- Ability to provide educational supervision to SpRs | - Ability to maintain and build relationships across multiple physical and organisational boundaries |
| 5. Communication | - Ability to communicate with patients and staff, both orally and in writing, to a high standard  
- Computer and IT skills | - Willingness to undertake additional professional responsibilities at local, regional or national levels  
- Ability to motivate a multidisciplinary team |
| 6. Interpersonal Skills | - Excellent team working skills  
- Caring attitude to patient and relatives | - Practical experience of Care Programme Approach |
| 7. Practical Requirements | - Ability to access transport to undertake duties as appropriate.  
- Willingness to work expected hours of the job and on-call with reasonable adjustment to any disability  
- Ability to deal with stressful situations and emergency care | |
Further Information

The organisation welcomes informal enquiries and encourages potential candidate to visit. The relevant people to speak to are as follows:

<table>
<thead>
<tr>
<th>Consultant Psychiatrist</th>
<th>Sarah Huline-Dickens</th>
<th>01752 434476</th>
</tr>
</thead>
<tbody>
<tr>
<td>Locality Manager</td>
<td>Tracy Clasby</td>
<td>01752 434302</td>
</tr>
<tr>
<td>Medical Director</td>
<td>Andy Sant</td>
<td>01752 435038</td>
</tr>
<tr>
<td>Chief Executive</td>
<td>Steve Waite</td>
<td>01752 434764</td>
</tr>
<tr>
<td>Director of Operations</td>
<td>Michelle Thomas</td>
<td>01752 434767</td>
</tr>
<tr>
<td>Medical Staffing Manager</td>
<td>Teresa Duggan</td>
<td>01752 435030</td>
</tr>
</tbody>
</table>

Additional information for all posts

The post holder is required to comply with all relevant policies and procedures pertinent to their post. Current versions can be found on the Intranet or via your manager. The areas listed below are those Plymouth Community Healthcare (CIC) currently places particular emphasis on. Failure to follow correct policies and procedures may result in disciplinary action.

Risk Management:

In accordance with the Risk Management Strategy, employees will participate, whenever required, with the risk management process. They will support line managers by attending mandatory and statutory training, completing incident/accident forms for every adverse event or near miss that occurs, report all defects and complaints, and communicate any dangerous situation to individuals potentially at risk.
Health and Safety at Work:

You must co-operate with those in authority and others in meeting the statutory requirements and in following policies and procedures. A copy of the Health and Safety Policy is available from the Intranet or from the Risk Management Department.

You are reminded that in accordance with the Health and Safety at Work Act 1974 you have a duty to take reasonable care to avoid injury to yourself and to others affected by your work activities.

You will be notified where your post carries a requirement for immunisation.

You may be required to be able to undertake physical intervention training and participate in physical intervention as part of a physical intervention team and BLS.

Infection Control:

Plymouth Community Healthcare (CIC) is determined to eradicate healthcare-acquired infection and puts a great deal of emphasis on the responsibility of all staff to ensure their own personal and others compliance with Infection Control (including Hand Washing) Policies.

All staff must comply with infection control policies and guidance, attend relevant updates and report issues of concern to their immediate line manager (if no action or explanation received, then it is the individual’s responsibility to escalate their concerns to the Director of Operations or Chief Executive’s Office).

Safeguarding Children and Adults

All employees have a duty to safeguard and promote the welfare of children and adults and are required to act in such a way that at all times safeguards their health and wellbeing. Familiarisation with and adherence to national and local safeguarding adults and children policies is an essential requirement upon all employees. Plymouth Community Healthcare has specific safeguarding policies and in addition, employees also have a responsibility to practice and work within the multi-agency policy developed by the Safeguarding Adults Board and the Safeguarding Children Board. Staff are also required to participate in related mandatory/statutory training.
Research:

For clinical posts at Bands 5 and 6, there is an expectation that engagement in research will be part of this role. Therefore, an awareness of the value and relevance of research is expected and the post holder should either support existing research within their specialty area as appropriate or identify opportunities to raise awareness of research possibilities. For clinical posts at Band 7 and above, the post holder will be required to actively participate in complex audits using research methodology, or participate as required in clinical trials or equipment testing, and will demonstrate high level involvement in local ongoing research projects.

Sustainability and climate change:

All staff are expected to take responsibility for the reduction of carbon emissions within their area of the organisation. In particular this may relate to reducing energy consumption, making low carbon travel choices, consideration of goods and services being purchased, and waste reduction.

Other:

This Job Description is not exhaustive and may change as the post develops, but such change will not take place without consultation between the post holder and his/her manager. Job descriptions should be reviewed at least annually at the appraisal meeting.

The Working Time Regulations apply to all employees of Plymouth Community Healthcare (CIC). In particular Plymouth Community Healthcare (CIC) will not permit staff in all employment to work in excess of 48 hours in any one week except where there are exceptional service needs where an absolute limit of averaging over a reference period of 17 weeks would apply.

Plymouth Community Healthcare (CIC) has adopted NO SMOKING and NO ALCOHOL policies for staff, which applies to all posts. Details of the policy are available on request and will be included in the statement of main terms and conditions of service of staff appointed.