

JOB DESCRIPTION FOR CLINICAL FELLOW IN HEPATOLOGY

The Job Title of Post: Senior Clinical Fellow in Hepatology

Nature of Appointment: Full Time Duration of Contract: 12 months, starting in September 2023

Employing Authority: Guy's & St Thomas' NHS Foundation Trust

The Department of Hepatology:

The hepatology unit at Guy's and St Thomas' is a IQILs level 2 accredited unit, that provides a tertiary service for the care of patients with advanced liver disease, its complications and complex hepatobiliary conditions. The hepatology patients are based on Alan Apley ward with some outliers. In addition to this we have a daycare paracentesis service and a hot clinic for hepatology patients based on Alan Apley ward to facilitate early discharges and prevent re-admissions.

Hepatology service also has a large component of outpatient work with sub-specialty clinics. There is a large referral service for inpatient hepatology and tertiary referral service for Complex hepatobiliary cases. There are 2 dedicated endoscopy lists for portal hypertension and 3ERCP/EUS lists per week in addition to upperGI and colonoscopy lists.

The inpatients include:

- Chronic liver disease with complications
- Acute liver abnormalities
- Complex hepatobiliary cases
- Patients admitted post ERCP

Outpatients:

There are 11 outpatient clinics per week. These include clinics for patients with Hepatitis C &B, AIH, PSC, chronic liver disease, NAFLD etc.

Inpatient Service:

Inpatient service is mainly managed by clinical fellow and 5 FY1/SHO. There is a specialist nurse who runs the paracentesis service and the hot clinics. There are consultant ward rounds 3 times a week with daily board rounds.

Endoscopy:

Specialised endoscopy unit providing specialized procedure like endoscopic ultrasound, cyst gastrostomy, oesophageal and colonic endotherapy (e.g. HALO RFA, endoscopic mucosal resections, complex colonic polypectomies), tertiary pancreato-biliary procedures, capsule endoscopy and oesophageal physiology.

Consultant Staff:

Dr Giovanni Tritto
Dr Terry Wong
Dr Philip Berry
Dr Sreelakshmi Kotha
Dr Jude Oben
Dr Bo Wang

Job Summary:

This is a clinical post based in the Department of Gastroenterology at Guy's & St Thomas' Hospitals. The post holder will undertake clinical sessions in the Department of Gastroenterology at Guy's & St Thomas' Hospitals (as per proposed timetable). The post holder is mainly responsible for the inpatient and outpatient hepatology patients. This post addresses candidates who have completed or are completing their Training in Gastroenterology and wish to gain experience in Hepatology.

The post holder will contribute to the delivery of high quality inpatient and outpatient hepatology service. The post holder will have the opportunity to attend specialist clinics, multidisciplinary meetings and contribute to the team research portfolio. The post holder will participate in undergraduate and postgraduate teaching and training, including educational supervision of medical students.

We have close ties to liver transplant unit at King's college hospital and provision can be made for post holder to attend specialist clinics and gain experience on LITU/Transplant wards etc can also be arranged.

Main place of employment:

The post will be based at the Guy's/St Thomas' sites. However, it is a requirement of your employment that you be prepared to work at any additional or different location owned or served by the trust, either on an on-going or temporary basis according to the demands of the service.

Duties and responsibilities:

Clinical:

The post holder will, together with colleagues, be responsible for the provision of Hepatology services at the Guy's & St Thomas' NHS Foundation Trust to include:

Attendance at 10 sessions per week across sites at Guy's & St Thomas' NHS Foundation Trust. The exact timetable may vary but would include daily IP care, 1 endoscopy session, 2 outpatient clinics / virtual clinic, participation in multidisciplinary meetings and liaison with other specialist teams. The post holder will **mainly support inpatient hepatology service**. There may be an opportunity to attend advanced endoscopy lists as well. The post holder will also be expected to participate in the Saturday endoscopy rota, which is currently 1:8 but may change according to service delivery needs. The post holder will participate in a GI bleeder rota of 1:10.

The post will include involvement in service development and the improvement of quality of care through audit, quality improvement projects and implementation of new services at GSTT. Administrative duties necessary as part of clinical sessions, including writing of letters and provision of advice to GPs and other specialties will be required. The Post holder may, on occasions, be asked to undertake additional duties such as emergency endoscopy or consultations particularly when specialist registrars in the Department are away on annual or professional leave. In exceptional circumstances (e.g. major incident call) the fellow on call for Gastroenterology may be asked to attend and support the emergency department.

Training of junior staff:

The post holder will take responsibility for the training and direction of junior staff allocated to him/her under aegis of the training plan that post holder has agreed with their supervising consultant.

Teaching:

The post holder will be expected to contribute as appropriate in the teaching of undergraduate and postgraduate students. They may be asked to take the role of educational supervisors for undergraduate students.

Clinical Governance:

All medical and dental staff are expected to take part in clinical governance activity, including clinical audit, clinical guideline and protocol development and clinical risk management. They will be expected to produce evidence of their contribution in these areas and their audit of their own clinical work as part of their appraisal.

Educational Programme:

Neither the London Deanery nor the Royal College accredits this post for postgraduate training. However, the post holder will be expected to attend and contribute to educational activities e.g. departmental meetings, x-ray meetings, pathology meetings, multidisciplinary meetings, journal clubs etc.

Appraisal:

All medical and dental staff are required to undertake annual appraisal.

Study Leave:

Study Leave will be granted at the discretion of the Clinical Lead. Funding for CPD will be equivalent to that of the appropriate Training post.

Educational Opportunities:

- Inpatient service
- Clinics
- MDTs
- Endoscopy
- Departmental meetings, M and M, etc.
- Audit meetings
- QIP
- Regional educational events
- King's specialist clinics, LITU and IP service

Organisational Values:

Our values help us to define and develop our culture, what we do and how we do it. It is important that you understand and reflect these values throughout your employment with the Trust.

The post holder will:

- Put patients first
- Take pride in what they do
- Respect others
- Strive to be the best
- Act with integrity

Our values and behaviors framework describes what it means for every one of us in the Trust to put our values into action. The framework can be found on our Trust careers pages and GTi Intranet.

Weekly Timetable of fixed commitments:

	Location	Type of work	Frequency
Monday AM	STH	Consultant WR	1 x week
Monday PM	STH	Clinic	1 x week
Tuesday AM	STH	Hepatitis MDT Fellow WR	1x week
Tuesday PM	STH	SPA(Audit/Research)	1 x week
Wednesday AM	STH	Hot clinic supervision	1x week
Wednesday PM	STH	Admin	1xweek
Thursday AM	STH	Fellow WR	1x week
Thursday PM	STH	Clinic	1x week
Friday AM	STH	MDT prep/research/endoscopy list	1x week
Friday PM	STH	Endoscopy	1x week

Person Specification:

Post: Clinical fellow in Hepatology

	Essential	Desirable
Qualifications	MRCP or equivalent qualification ALS Full Registration and a License to Practice with the General Medical Council	Completed specialist training in Gastroenterology Higher Degree (MD or PhD) Presentations/ Publications

<p>Experience</p>	<p>Completion of at least 2 years clinical training as a gastroenterology StR or equivalent, including hepatology experience.</p> <p>Able to deal with general emergency admissions.</p> <p>Logbook indicating validated experience of appropriate range and number</p>	<p>Experience in a tertiary liver centre.</p> <p>Specialty registrar experience or equivalent.</p>
<p>Skills / Ability / Knowledge</p>	<p>Broad General Medical Knowledge</p> <p>Able to undertake practical procedures</p> <p>Excellent time management good organization.</p> <p>Understands principles of audit</p>	<p>Experience of Supervising other staff</p> <p>Basic computer skills including Microsoft</p>
<p>Qualities / Attributes</p>	<p>Good communication</p> <p>Ability to work as part of a team</p> <p>Ability to keep good medical records and communicate with other hospital departments and primary care.</p> <p>Ability to understand and communicate with patients and colleagues.</p>	<p>Ability to undertake research projects and audit.</p> <p>Show interest in investigative, audit and research work outside immediate clinical responsibility.</p>
<p>Other requirements</p>	<p>The applicant must have demonstrable skills in listening, reading, writing and speaking in English that enable effective communication</p>	

	about medical topics with patients and colleagues, as set out in the GMC's Good Medical Practice (2014).	
Language Requirements	<p>If the Primary Medical Qualification including clinical contact was not carried out using English, applicants must either:</p> <ul style="list-style-type: none"> • Have an academic IELTS score of at least 7.5 in each domain and overall, or demonstrate equivalence by providing evidence of English language skills. <p>or</p> <ul style="list-style-type: none"> • Complete the Occupational English Test (OET) and achieve grade B in each of the four domains tested in the OET to meet the GMC's requirements. 	

Conditions of employment:

Clinical Governance:

All medical and dental staff are expected to take part in clinical governance activity, including clinical audit, clinical guideline and protocol development and clinical risk management. They will be expected to produce evidence of their contribution in these areas and their audit of their own clinical work as part of their appraisal.

Mutual Obligation to Monitor Hours:

There is a contractual obligation on employers to monitor working hours through robust local monitoring arrangements supported by national guidance, and on individual doctors to co-operate with those monitoring arrangements.

European Working Time Directive (EWTD):

All posts and working patterns are under constant review in line with EWTD guidelines

Appraisal:

All medical and dental staff are required to undertake annual appraisal.

Additional Information:

The post holder is required to follow Trust policies and procedures which are regularly updated including:

Confidentiality / Data Protection / Freedom of Information

Post holders must maintain the confidentiality of information about patients, staff and other health service business in accordance with the Data Protection Act of 1998. Post holders must not, without prior permission, disclose any information regarding patients or staff. If any member of staff has communicated any such information to an unauthorised person those staff will be liable to dismissal. Moreover, the Data Protection Act 1998 also renders an individual liable for prosecution in the event of unauthorised disclosure of information. Following the Freedom of Information Act (FOI) 2005, post holders must apply the Trust's FOI procedure if they receive a written request for information.

Information Governance

All staff must comply with information governance requirements. These includes statutory responsibilities (such as compliance with the Data Protection Act), following national guidance (such as the NHS Confidentiality Code of Practice) and compliance with local policies and procedures (such as the Trust's Confidentiality policy). Staff are responsible for any personal information (belonging to staff or patients) that they access and must ensure it is stored, processed and forwarded in a secure and appropriate manner.

Equal Opportunities

Post holders must always fulfil their responsibilities to the Trust's Equal Opportunities Policy and equality laws.

Health and Safety

All post holders have a responsibility, under the Health and Safety at Work Act (1974) and subsequently published regulations, to ensure that the Trust's health and safety policies and procedures are complied with to maintain a safe working environment for patients, visitors and employees.

Infection Control

All post holders have a personal obligation to act to reduce healthcare-associated infections (HCAIs). They must attend mandatory training in Infection Control and be compliant with all measures required by the Trust to reduce HCAIs. **All post holders must comply with Trust infection screening and immunisation policies** as well as be familiar with the Trust's Infection Control Policies, including those that apply to their duties, such as Hand Decontamination Policy, Personal Protective Equipment Policy, safe procedures for using aseptic techniques and safe disposal of sharps.

Risk Management:

All post holders have a responsibility to report risks such as clinical and non-clinical accidents or incidents promptly. They are expected to be familiar with the Trust's use of risk assessments to predict and control risk, as well as the incident reporting system for learning from mistakes and near misses to improve services. Post holders must also attend training identified by their manager, or stated by the Trust to be mandatory.

Flexible Working

As an organisation we are committed to developing our services in ways that best suit the needs of our patients. This means that some staff groups will increasingly be asked to work a more flexible shift pattern so that we can offer services in the evenings or at weekends.

Safeguarding children and vulnerable adults

Post holders have a general responsibility for safeguarding children and vulnerable adults during their daily duties and for ensuring that they are aware of the specific duties relating to their role.

Sustainability

It is the responsibility of all staff to minimise the Trust's environmental impact by recycling wherever possible, switching off lights, computer monitors and equipment when not in use, minimising water usage and reporting faults promptly.

Smoking Policy

The Trust is committed to providing a healthy and safe environment for staff, patients and visitors. Staff are therefore not permitted to smoke on Trust property or in Trust vehicles

Review of this Job Description

This job description is intended as an outline of the general areas of activity and will be amended in the light of the changing needs of the organisation. To be reviewed in conjunction with the post holder.

Terms and Conditions of Employment:

This post is exempt from the Rehabilitation of Offenders Act 1974 and this means that any criminal conviction must be made known at the time of application.