


**JOB DESCRIPTION**

**CONSULTANT COMMUNITY PAEDIATRICIAN**

**LEEDS COMMUNITY HEALTHCARE NHS TRUST CHILDREN'S SERVICES**

**TITLE OF POST:** Consultant Community Paediatrician with special interest in Paediatric Neurodisability

**NO OF PROGRAMMED ACTIVITIES:** 0.8

<b>TYPE OF Post:</b>	Permanent
<b>LOCATION:</b>	Wortley Beck Health Centre, Leeds
<b>ACCOUNTABLE TO:</b>	Chief Executive, NHS Leeds
<b>REPORTS TO:</b>	Director of Operations Children's Service via Clinical Services Manager (Managerially)
	Medical Director via Medical Lead, ICAN (Professionally)
<b>Job Description Approved</b>	

## **INTRODUCTION:**

This is a 0.8 WTE permanent post. The purpose of the post is to enhance the secondary care of children within Leeds. The post holder will be providing support to the Paediatric Neurodisability services and City-wide Child Protection and Growth and Nutrition services. The post holder may also need to support the Community Paediatric services and other services as per need.

The post is based at the Wortley Beck Health Centre. But the post Holder might be needed to travel across the city to meet the requirements of the Service.

## **OBJECTIVES OF THE POST**

1. To contribute to the Paediatric Neurodisability (PND) Service including Special Inclusion School Clinics.
2. To contribute to city wide Child Protection Services
3. To contribute to City Wide Growth and Nutrition services
4. To contribute to the specialist training of paediatric trainees and contribute to the undergraduate teaching programme.
5. To develop the newly introduced Foundation Training programme in Community Paediatrics.

## **RESPONSIBILITIES OF THE POST**

The Consultant will be part of the team based at the West Children's hub and Child Development Centre, based in Wortley Beck Health Centre, Leeds.

The following are the Clinical responsibilities for the post holder:

### **Paediatric Neurodisability Clinics**

The consultant will be a part of Paediatric Neurodisability Team, working within West Child Development Centre. The Team supports children with complex neurodevelopmental conditions through multidisciplinary approach. The responsibilities include initial assessment, support, and follow up of these children keeping child and family at the Centre of care. The clinics are based on the Hubs, but some can also take place from Special Inclusion Schools. There are excellent opportunities to develop services and pathways in conjunction with the wider PND team. The consultant will be covering an outreach clinic in Yeadon as needed.

### **Child Protection Service**

The Consultant will deliver Child Protection clinics as per the agreed Rota and cover arrangements. Child Protection is Medically led and delivered daytime service for children and young people providing assessment and medical report for acute referrals for physical abuse and neglect. The clinic is supported by highly trained nurses and health care support workers. Appropriate training and support will be provided, including robust supervision and peer support. It is backed by regular Clinical Governance activities and reviews.

There is no out of hours on call for this post but the postholder will work closely with hospital-based colleagues including the Consultant of the Week at the LTHT regarding the admission and discharge of his/her complex patients.

### **Growth and Nutrition Clinics**

The consultant will be a part of multidisciplinary Growth and Nutrition Clinic that supports children with complex feeding difficulties. The multidisciplinary team consists of highly trained specialist Health Visitor, Dieticians, Speech and Language Therapists, Clinical Psychologist and Paediatricians. The post holder will complement the team and provide medical advice and support to the child as a part of the multidisciplinary team. The clinics and the multidisciplinary discussions take place in St George's Health Centre.

### **Other clinics**

The post holder might be required to cover other services like Community Paediatric Clinic, Audiology service, Initial Health Needs Assessments as per need, and after appropriate Job plan review, and with adequate support.

### **Clinical Governance**

The Trust has an active Local Hub and city-wide Clinical Governance programme. Paediatricians are also encouraged to attend and contribute to the Leeds Teaching Hospital teaching programme as relevant. The Consultant will ensure that he/she is involved in clinical governance activities and is expected to maintain and foster improvements in the quality and standards of clinical services, with a focus on evidence-based practice. The Consultant is expected to participate in audit and to contribute to and support research with the department as appropriate.

## **Multi-disciplinary working**

The postholder will work closely with paediatricians and allied health professionals within ICAN, the Children's and Specialist Business Unit. There is active multi-disciplinary working with colleagues from Nursing, Dietetics, Therapy, Child and Adolescent Mental Health, Social Services and Education Services, to improve the health of children living in Leeds.

## **Education and Training**

The Consultant will contribute to training and supervision of ST2-8 trainees within the Department and contribute to medical student teaching and training. There is an excellent opportunity to develop Foundation Training Programme that is newly introduced in Community Paediatrics.

### **Leave Arrangements**

Prior written permission must be obtained from the relevant Service manager for any leave of absence required by the post holder and must include arrangements for cover. Study Leave are approved by the Medical Lead and must have a link to the postholder's PDP and Job plan.

## **Support**

1. Paediatric Neurodisability: The clinician will be supported by the wider Child Development Team including physiotherapy, Occupational Therapy, Speech and Language Therapy, Specialist Health Visitor. The clinics are supported by Clinic Nurse.
2. The child protection service is normally based at St Georges Centre and has nursing and administrative support and is well equipped with colposcopy, and medical photography equipment.
3. The Growth and Nutrition Clinics are supported by Dieticians, Specialist Health Visitor, SLTs, Psychologist, nurses, and dedicated administrative staff.
4. Office accommodation, with personal access to IT and the Internet, and access to the secretarial pool will be provided.
5. The Hub and Central Administrative team support the clinical administration as required for the clinics and post clinic administration.
6. Clinical cross-cover is provided by Consultant and Associate Specialist Community Paediatrician colleagues.
7. The Consultant will be responsible for liaising with the Consultant of the Week for the inpatient care of his/her patients, with the assistance of junior and middle grade staff as appropriate.
8. Consultant Paediatricians in Leeds have excellent opportunities for Continuing Professional Development with local postgraduate meetings of excellent quality.
9. There is active support for medical professional development, and for the development of medical leadership within the Trust.

## **DRAFT WEEKLY PROGRAMME**

See Appendix 1

**PERSON SPECIFICATION**

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**GEOGRAPHICAL OVERVIEW OF THE CITY**

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**THE COMMUNITY PAEDIATRIC SERVICES**

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**MEDICAL STAFF COMMUNITY PAEDIATRICS**

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**TERMS AND CONDITIONS OF EMPLOYMENT**

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**APPENDIX 1**

**DRAFT WEEKLY PROGRAMME**

	<b>TIME</b>	<b>LOCATION</b>	<b>WORK</b>	<b>CATEGORY</b>	<b>PA</b>
MON	9:00 – 13:00	Various	W1: PND Clinical Governance W2: CP Clinical Governance Patch Meeting W3: Clinical Governance meeting W4: Staff meeting Clinical Governance	SPA	1.0
	13:00 – 17:00	WBHC	PND clinics Weeks 1, 2, 4, 5	DCC	0.75
	13:00 – 17:00	WBHC	PND clinics plus admin W3	DCC	0.25
					<b>TOTAL</b>
TUE	9.00- 10:00	Flexible	CP Peer review (4/4)	DCC	0.25
	10:00 -12:00	Flexible	Colposcopy meeting W3 ¼	DCC	0.125
	12:00-14:00	Flexible	Hub based telephone plus admin (W3)	DCC	0.125
	10:00-14:00	Flexible	PND admin (W1,2,4)	DCC	0.75
	14:00-15: 00	Flexible	CDT team meeting	DCC	0.75
	15:00-16:00	Flexible	Peer review	DCC	
	16:00-17:00	Flexible	Genetics Meeting/Epilepsy Peer Review/Professional Meeting	DCC	
				<b>TOTAL</b>	<b>2.0</b>
WED	9:00-13:00	St Georges	Growth and Nutrition Clinic plus MDT (alt to CP weeks rolling) (2/4)	DCC	0.5
	3:00-17:00	Various	Growth and Nutrition Admin (alt to CP weeks rolling) (2/4)	DCC	0.5

	9:00-13:00	Various	Clinical Governance/QI/Teaching /Training/Supervision/Research (2/4)	SPA	0.5
	13:00-17:00	St Georges	Child Protection alternate week (2/4)	DCC	0.5
	<b>TOTAL</b>				<b>2.0</b>
THURS	09.00-13.00	WBHC	PND Clinic ¼ SILC Clinic ¼ (alternate to CP weeks)	DCC	<b>0.5</b>
	13:00-17:00	SILC	PND Clinic Admin ¼ SILC Clinic Admin ¼ (alternate to CP weeks)	DCC	<b>0.5</b>
	9:00-13:00	Various	Child Protection Admin On CP week (2/4)	DCC	0.5
	13:00-17:00	Various	FY1 supervision/training	SPA	0.25
	13:00-17:00	WBHS	PND telephone /F2f clinic plus admin	DCC	0.25
	<b>TOTAL</b>				2.0
FRI	<b>Non-Working Day</b>				
	<b>TOTAL PAs</b>				<b>8.0</b>

Programmed activity	8
Direct Clinical Care (including unpredictable on-call)	6.25
Supporting Professional Activities	1.75
Additional Responsibilities	
External Duties	
<b>TOTAL PROGRAMMED ACTIVITIES</b>	<b>8.0</b>



**APPENDIX 2**

**PERSON SPECIFICATION**

Post:           **Consultant in Paediatrics with special interest in Paediatric Neurodisability**

Business Unit: Children's Services

<b>Requirements</b>	<b>Essential</b>	<b>Desirable</b>	<b>Method of Assessment</b>
<b>1. QUALIFICATIONS</b>	<ul style="list-style-type: none"> <li>- Full and specialist registration with the General Medical Council (GMC) or eligible for registration within six months of interview.</li> <li>- MRCPCH by examination or evidence of equivalent qualification</li> <li>- Completed CCT in Paediatrics or within six months at the time of scheduled interview</li> </ul>	Relevant higher degree e.g., M.Sc., M.D. P	Application
<b>2. CLINICAL EXPERIENCE</b>	<ul style="list-style-type: none"> <li>- CCT in Paediatric Neurodisability or Community Child Health.</li> <li>- If a candidate does not have a CCT in Paediatric Neurodisability Community Child Health, they must be able to show how they have attained Level 3 competency in the specialty.</li> <li>- Valid Level 3 Safeguarding Training</li> <li>- Valid BLS Training</li> </ul>	<p>Paediatric Neurodisability/ Community Child Health GRID/ SPIN training</p> <p>Experience in management of a child with complex needs, including complex feeding needs.</p>	Application & interview

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Requirements	Essential	Desirable	Method of Assessment
<b>3. KNOWLEDGE AND SKILLS</b>	<ul style="list-style-type: none"> <li>- Willing to work unsupervised and make decisions.</li> <li>- Good communication skills, including communicating bad news.</li> <li>- Demonstrated ability to manage time effectively.</li> <li>- Meets the requirements of the GMC's 'Good Medical Practice'</li> </ul>	Knowledge of risk management, annual job planning, appraisal review process	Application and interview
<b>4. ACADEMIC</b>	<ul style="list-style-type: none"> <li>- Evidence of participation in clinical audit/QI project</li> <li>- Understanding the role of these in improving the medical practice</li> </ul>	Initiation and performance of clinical audit with presentation of results Previous experience of research and/or supervising research by junior staff.	Application and interview
<b>5. TEACHING</b>	<ul style="list-style-type: none"> <li>- Experience in training undergraduate medical students and postgraduate doctors.</li> <li>- Willingness to teach all grades of professional multidisciplinary staff</li> </ul>	Previous attendance of courses related to medical education	Application and interview

<b>7. MANAGEMENT</b>	<ul style="list-style-type: none"> <li>- Understanding of current issues in the NHS.</li> <li>- Knowledge of the management and structure of the NHS</li> <li>- Understanding of management issues including medical management, clinical governance, service planning, and quality improvement</li> </ul>	Attendance at recognised management course. Evidence of leadership attributes and experience Evidence of motivational skills	Application and interview
<b>8. PERSONAL</b>	<ul style="list-style-type: none"> <li>- Well organised and skilled in good time management.</li> <li>- Demonstrate ability to relate to and work within a team.</li> <li>- Ability to communicate effectively with patients, their relatives, colleagues, managers, other agencies, and staff at all levels.</li> <li>- Ability to work under pressure.</li> <li>- Flexible approach</li> <li>- Caring attitude to patients, carers, and colleagues</li> </ul>		Application and interview
<b>9. PHYSICAL</b>	<ul style="list-style-type: none"> <li>- Medically fit to fulfil all aspects of the post.</li> </ul>		Medical Questionnaire.
<b>10. OTHER REQUIREMENTS</b>	<ul style="list-style-type: none"> <li>- Ability to fulfil all of the duties of the post, including travel requirements.</li> <li>- Satisfactory Enhanced DBS and required immigration status</li> </ul>		Application and interview

## APPENDIX 3

### GEOGRAPHICAL OVERVIEW OF THE CITY

Leeds is a major commercial City, a centre for innovation and culture, surrounded by the beautiful Yorkshire countryside. It has excellent road (M1, A1, M62), rail (London and Edinburgh 2 hours) and air (Leeds/Bradford and Manchester airports) links. Leeds and its surroundings have several pleasant residential areas and is within easy reach of the Yorkshire Dales, North Yorkshire Moors, the Lake District, Peak District and Northumberland. Good public and private schools are available, and house prices are reasonable.

Leeds also has a great deal to offer culturally. Home of the Royal Armouries Museum, Thackray Medical Museum and Temple Newsam House, the city also offers a City Museum, the Henry Moore Institute and Art Gallery. Opera North is based at the Grand Theatre, and the Leeds Civic Theatre and the award-winning West Yorkshire Playhouse are all located in the city centre. The city has an excellent programme of concerts and stage shows, an Art and Sculpture Gallery and several museums, and major sporting facilities.

Leeds is the second largest local authority in the country outside London. The health services serve a population of 800,000 and the child health services in Leeds serve a population of 183,000 children and young people (0-19years). There are 272 schools with about 185 different languages in these schools. Although there has been significant urban regeneration, there are still many areas of social deprivation, both in the inner city and post-war housing estates. Parts of the city have a cosmopolitan ethnic background with significant numbers of people from Eastern European, South Asian, and Afro-Caribbean backgrounds.

#### About Us

Leeds Community Healthcare NHS Trust was created on 1st April 2011 and provides a range of 65 community healthcare services for adults and children. The Chief Executive is Selina Douglas, the Medical Director is Dir. Ruth Burnett, and the Executive Director of Operations is Mrs Sam Prince. Janet Addison is the General Manager of Children's Services, and Claire Gray-Sharpe is the Clinical Lead. Children's' services include ICAN (Integrated services for Children with Additional Needs), CAMHS, School Nursing, the Children's Community Nursing Services, Community Paediatric Occupational Therapy, Physiotherapy, Speech and Language Therapy, and the Children's Learning Disabilities Team. We employ around 3,000 staff and spend around £140m each year. We provide a range of community-based health services across the Leeds area and offer high quality healthcare in the most appropriate setting for our patients, whether that is in their own home, a local Health Centre, or a community hospital.

Our purpose is to provide high quality community healthcare to the people of Leeds. We do this by working in partnership with other organisations and groups, including Leeds Teaching Hospitals NHS Trust, Leeds City Council, and local charities, involving and developing our staff, and using our resources wisely to continually improve our services.

Find out more about our services by visiting our website:

[www.leedscommunityhealthcare.nhs.uk](http://www.leedscommunityhealthcare.nhs.uk)

## **APPENDIX 4**

### **THE COMMUNITY PAEDIATRIC SERVICE**

The Community Paediatric service is part of ICAN (Integrated services for Children with Additional Needs). Each area of the city has a Lead Community Paediatrician. (See Appendix 5 for a list of Consultants and SAS Doctors). Children's community services moved to a community multi-disciplinary Hub-based model since April 2013 across three sites: The East based at the Reginald Centre, the West based at Wortley Beck, and the South based at St. George's Centre.

There is a city-wide Child Protection Service operating out of St George's Centre. There is excellent support from colleagues for this area of work.

There is a city-wide Neurodisability service, delivered from three sites providing a comprehensive service for children with disabilities for a geographical area. Children are also seen in special schools. Other services provided by the community include Growth and Nutrition service, Springfield: the service for children born to substance and alcohol misusers, Audiology, Community Ophthalmology, 'Children Looked after' and Adoption and Fostering, and Sudden Unexpected Death in Childhood (SUDIC).

The administrative base, including the Child Health Records, Central SPA and surveillance systems for the Community Child Health Service, is based at White Rose Office Park, Leeds

The Community Child Health Department has weekly CPD meetings, which include medical staff meetings and clinical governance meetings. The Child Protection Service has weekly peer-review and monthly colposcopy and clinical governance meetings.

As a major teaching centre, Community Paediatricians are involved in supervising third year students in special study modules and in teaching fourth year students during their paediatric course. There are two rotating (hospital/community) ST1-2 paediatric posts in Leeds. The Community Paediatric Consultants offer training to ST3-8 in paediatrics on six-month attachments as part of their specialist training, and to grid trainees in Community Paediatrics and Paediatric Neurodisability. The Community Paediatric service has started hosting Foundation trainees recently,

## APPENDIX 5

### COMMUNITY PAEDIATRICS MEDICAL STAFF

#### South Hub

Dr Anna Gregory	Named and Designated Doctor Safeguarding, Adoption & Fostering, Springfield
Dr Dipti Subramanian	Hub Lead, Neurodisability, Neurodisability Lead
Dr Melanie Epstein	Paediatric Neurodisability, SAS Lead
Dr Alison Share	Designated Doctor, LAC/Adoption & Fostering, SUDIC
Dr Fauzia Khan	Child Protection, Lead for Growth & Nutrition
Dr Yasmine Kamal	Adoption and fostering, Neonatal Abstinence, Child Protection, CPC Lead
Dr. Monica Negoita	Paediatric Neurodisability, Child Protection, Growth and Nutrition, College Tutor
Dr Gemma Dolden	Adoption and Fostering, Child Protection, Community Paediatrics

#### East Hub

Dr Folasade Rotimi	Hub Lead, Neurodisability, SUDIC
Dr Nichola Aspinall	Neurodisability, Child Protection, Education Lead for undergraduate training
Dr Nagashree Nallapeta	Neurodisability, Chair for LNC, Designated Doctor Education
Dr Nguavese Onoviran	Neurodisability, CPC, Audiological Medicine Lead
Dr Louise Blackburn	Neurodisability, Child Protection
Dr Hannah Webb	Neurodisability, Community Paediatrics
Dr Paramita Ghosh	Neurodisability, Medical Lead for ICAN

#### West Hub

Dr Nadia Mizban	Hub Lead, Neurodisability, Audiological Medicine, CPC Lead, Child Protection
Dr Baljit Karda	Neurodisability, Audiological Medicine, Child Protection
Dr Rushna Raza	Neurodisability, Child Protection
Dr Gayatri Brahme	Neurodisability
Vacant Post	

## **APPENDIX 6**

### **TERMS AND CONDITIONS OF EMPLOYMENT**

#### **DBS Check**

This post is subject to the Rehabilitation of Offenders Act (Exceptions Order) 1975 and as such it will be necessary for a submission for Disclosure to be made to the Disclosure & Barring Service to check for any previous criminal convictions.

The Trust is compliant with the Disclosure & Barring Service 'Code of Practice', a copy of which is available on request.

The Trust welcomes applications from a wide range of candidates including those with a criminal record. It undertakes not to discriminate unfairly against any subject of a Disclosure based on a conviction or other information revealed. A full Trust policy on the Recruitment of Ex-offenders is available on request.

#### **Safeguarding Children and Vulnerable Adults**

All employees are required to act in such a way that always safeguards the health and wellbeing of children and vulnerable adults. Familiarisation with and the adherence to the Trusts Safeguarding policies is an essential requirement of all employees as is participation in related mandatory/statutory training.

#### **Organisational and Statutory Requirements**

All employees should understand that it is their personal responsibility to comply with all organisational and statutory requirements, e.g., Health and Safety; Equal Treatment and Diversity; Confidentiality; Infection Control.

#### **Note**

This job description does form a part of the contract of employment and indicates how that contract should be performed. The job description will be subject to amendment in the light of experience and in consultation with the postholder.

#### **Smoking**

The Trust operates a no smoking policy and is smoke free.

