**JOB DESCRIPTION**

**Trust Fellow Doctor**  
**Trauma & Orthopaedics**

<table>
<thead>
<tr>
<th>Pay Scale:</th>
<th>MN35</th>
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<tbody>
<tr>
<td>Department:</td>
<td>Trauma &amp; Orthopaedics</td>
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<tr>
<td>Reporting to:</td>
<td>Clinical Director</td>
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<tr>
<td>Accountable to:</td>
<td>Business Manager</td>
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1. **Purpose / Summary**
   - The post holder will rotate through the elective ward, trauma ward, theatres and take part in the Hospital@Night rotation covering both Orthopaedics and General Surgery.
   
   - The post holder will be responsible for the admission, clerking and day to day care of patients on the Orthopaedic wards and any outlying wards as required. You will attend daily trauma meetings, ward rounds, clinics and operating sessions as required. The Trust Fellows are expected and encouraged to maintain the good working relationships which exist with all other staff in the hospital.
   
   - The post holder will take part in the Trauma and Orthopaedic on call rota. This is a 1:9 trauma week full shift rotation and 1:9 Hospital@Night week in conjunction with General Surgery which is a full shift with prospective cover – 40 hours basic per week, with out of hours full shift on call rota.
   
   - This is a non-training post and therefore not approved by the Deanery. The post holder will, however, receive the same training and experience in line with the existing trainee doctors and be allocated an Educational Supervisor.

2. **Scope and Accountability**
   The Trust Fellow Doctor is accountable to the Clinical Director and Business Manager for Trauma & Orthopaedics.

   - Budgetary: The post holder will not hold any budgetary responsibility.
   
   - Staffing: The post holder will not have any direct line management responsibility.

3. **Trust Profile Summary**
   One of the top performing trusts in the country, Yeovil District Hospital provides a full range of inpatient and outpatient services to a growing population of 185,000. These services are delivered from the main hospital site and from a number of outlying community facilities. As a major employer within the local community, with an annual turnover in excess of £100 million, the Trust’s diverse workforce comprises of some 2,300 multi-professional staff. The Trust consistently attracts high levels
of satisfaction from patients and staff, alike, and enjoys excellent relationships with its principal commissioners. Please refer to Appendix 1 for further details regarding our organisation.

**Principle Duties and Responsibilities**

The post holder will be responsible for the admission, clerking and day to day care of patients on the Orthopaedic wards and any outlying wards as required. You will attend daily trauma meetings, ward rounds, clinics and operating sessions as required. You will also take part in the Trauma and Orthopaedic on call rota. This is a 1:9 trauma week full shift rotation and 1:9 Hospital@Night week in conjunction with General Surgery which is a full shift with prospective cover.

The salary and incremental increases are subject to annual review and in accordance with the National NHS Terms and Conditions of Service for Medical Staff in England. The post is full time, 40 hours per week, with out of hours full shift on call rota. The salary scale commences at £30,302 and rises by five annual increments to £40,090 (payscale code MN35) plus a banding supplement for the full shift 1:9 on call rota.

During the term of the appointment the post holder might be required to attend other hospitals within the Trust if so requested by the supervising consultant.

Any member of the junior medical staff might be required to serve as a member of a medical committee if so elected by his or her colleagues.

The junior doctor accepts that he/she will also perform duties in occasional emergencies and unforeseen circumstances at the request of the appropriate consultant in conjunction, where practicable, with his colleagues both senior and junior.

The junior medical staff are expected and encouraged to maintain the good working relationships which currently exist with all other staff in the hospital.

**The Department of Trauma & Orthopaedics**

The Medical Team are made up of the following:

**Consultant Staff**
- Mr B Lankester – Clinical Director
- Mr D Shardlow
- Mr P Porter
- Mr P Latimer
- Mr M Hall
- Mr J Grundy
- Mr O Donaldson
- Mr C Hoare

**Middle Grade Doctors**
- 1 Associate Specialist
- 6 Specialty Doctors
- 2 Specialist Training Doctors (ST3+)
- 4 Trust Fellows
- 3 Foundation Year 2 Doctors

**Nursing/Management Teams**
- Business Manager – Trauma and Orthopaedics
- Matron – Orthopaedics/Surgery
- Lead Nurse/Ward Sister – Ward 6B
- Ward Sister – Elective Orthopaedic ward
- Outpatient Sisters – Orthopaedic Outpatients
- Trauma/Emergency Co-ordinator
- Operational Service Manager – Claire Vincent
Rota Co-ordinator/Medical Staff Compliance Monitor – Anne Hamilton

Beds

There are currently orthopaedic beds across Level 6 on the Yeovil District Hospital site. These have been re-configured to give a dedicated 25 bedded ‘clean’ ward for routine orthopaedic surgery and a 36 bedded trauma ward.

Outpatients

There is a dedicated orthopaedic outpatients unit with a recently upgraded plaster room. Orthopaedic and fracture clinics are held daily. Physiotherapy and Nurse Led Clinics have also been established.

Children’s Clinics are currently held weekly. This service is provided by the Paediatric Orthopaedic Consultant Service from UBHT.

Pre-assessment

A dedicated orthopaedic/surgical pre-assessment unit has been established on Level 6 of the hospital.

Theatres

There are four main theatres, two of which are equipped with Laminar Air Flow systems. These are used almost exclusively for orthopaedic/trauma surgery.

There are two Day Surgery theatres on the ground floor level.

There is also an operating theatre based at the Yeatman Hospital in Sherborne, which is currently used for Ophthalmology and Plastic Surgery.

The Gynaecology Theatre is a single theatre situated within the Women’s Hospital.

4. Organisational and Reporting Structure

The major policy and strategic direction for the Trust is set by the Trust Board, comprising the Chairman, Chief Executive and Executive and Non-Executive Directors.

There are 2 Strategic Business Units;

Urgent Care & Long Term Conditions (General Medicine including visiting specialties, Emergency Medicine, Paediatrics, Cancer Services, Pharmacy, Radiology, Pathology)

Elective Care (General Surgery including visiting specialties, T & O, Theatres, Endoscopy, Anaesthetics, ICU, Therapies, Obstetrics & Gynaecology, Access and Kingston Wing)

Each headed by an Associate Medical Director. Clinical Directors are responsible to the Medical Director and through him to the Trust Board.

5. Key Working Relationships

Employees of Yeovil District Hospital, all levels of Medical Staff including Consultants, Associate Specialists, Specialty Doctors, Training Doctors and Junior Doctors. Wider multidisciplinary team including Matrons, Sisters, Nurses, HCA’s, other Healthcare Professionals, Business Managers and Rota Coordinators. This list is a guide and not exhaustive.

6. Organisational Expectations and Shared Corporate Responsibilities

In the course of their duties, and in the execution of their responsibilities, the post holder is expected to:

Chair: Peter Wyman CBE

Chief Executive: Paul Mears
• uphold and actively promote the iCARE principles;

• significantly contribute to the successful overall performance of the Trust;

• act as an ambassador for the Trust and its contribution to the wider Health Service, through the creation and maintenance of strong and effective partnerships and relationships with stakeholders;

• support and help develop the Trust culture of collaborative, flexible cross-team working and commitment to delivering high quality services and outcomes;

• set and maintain the highest personal and professional standards;

• Work effectively to achieve results and develop and maintain effective working relationships with others;

• work with sensitivity and an understanding of the issues facing those working to deliver health services to the local and UK population;

• comply with the Corporate Governance structure, in keeping with the principles and standards set out by the Trust;

• maintain integrity and manage Trust resources in a manner that represents appropriate use of public monies;

• be aware of and follow all Trust infection control guidelines and procedures relevant to their work, and participate in associated mandatory training and updates;

• as a role model to other members of staff, follow consistently high standards of infection control practice, especially with reference to hand decontamination and adherence to the Trust dress code;

• maintain personal and professional development to meet the changing demands of the job, participate in appropriate training activities and encourage and support staff development and training;

• to conduct annual appraisals for all direct reports in a timely manner, and to report this back to the Workforce Information Team (as appropriate to the role);

• ensure that all Mandatory and Statutory training is completed and maintained, in addition ensure all direct reports are fully compliant with their Mandatory and Statutory training (as appropriate to the role);

• observe and promote the Trust’s policies and procedures, including those in respect of conduct, health and safety, and equality of opportunity;

• respect the confidentiality of all matters they may learn relating to their employment and other members of staff;

• respect the requirements of the Data Protection Act 1998;

• as an employee, under the Health and Safety at Work Act, take reasonable care for their health and safety and that of others who may be affected by their acts or omissions at work and not intentionally or recklessly interfere with or misuse anything provided in the interests of health, safety and welfare;

• be aware of the Trust’s health and safety policies and to report any accidents or incidents in the time frame stipulated in the Trust and divisional policy;
provide as far as is reasonably practical, a working environment and practices across the areas they manage that will ensure the health, safety and welfare of all staff and visitors engaged in departmental activities is in line with the Trust’s Health and Safety Policy;

ensure they understand the standards expected and that they promote and adhere to the equal opportunity measures adopted by the Trust;

comply with the Trust’s Smoke Free Policy;

ensure all actions taken by them and the team (if they are a manager) are in line with guidance from the Safeguarding Team in respect of vulnerable adults and children.

7. **Disclaimer**
This job description does not purport to cover all aspects of the post holder’s duties, but is intended to be indicative of the main areas of responsibility.
## Persons Specification

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<thead>
<tr>
<th></th>
<th>ESSENTIAL</th>
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<tr>
<td><strong>Qualifications</strong></td>
<td>MBBS or equivalent</td>
<td>Additional degree or equivalent</td>
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<td></td>
<td>ALS / ACLS or equivalent</td>
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<td></td>
<td>Eligible for Full GMC Registration and hold a licence to practice</td>
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<td>Evidence of commitment to continuing Professional Development – willingness to undertake relevant courses.</td>
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<tr>
<td><strong>Experience</strong></td>
<td>Must demonstrate evidence of competency at SHO level in the UK or equivalent health care system</td>
<td>Previous experience of working in the NHS or experience of NHS working practices and systems</td>
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<td>Evidence of working effectively as part of a multidisciplinary team</td>
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<td>Commitment to team approach and multidisciplinary working</td>
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<tr>
<td><strong>Skills, Ability and Knowledge</strong></td>
<td>Competent in history taking and examination skills</td>
<td>Interested in and understands principals of medical audit</td>
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<td>Evidence of ability to analyse and diagnose situations, prioritise and act accordingly</td>
<td>Accepts responsibility and participation in the management of emergencies</td>
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<td>Organisational and communication skills.</td>
<td>Management Skills</td>
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<td>Sets realistic goals and deadlines</td>
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<td>Good oral and written presentation skills</td>
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<td>Willing to seek timely assistance from senior colleagues when appropriate</td>
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<td><strong>Personal Qualities</strong></td>
<td>Able to establish good working relationships with other members of the multidisciplinary team</td>
<td>Able to organise own learning</td>
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<td>Flexible and adaptable to competing demands</td>
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<td></td>
<td>Commitment to modern practices</td>
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Appendix 1  The Organisation: Yeovil District Hospital Foundation Trust

Our facilities, services and achievements

Yeovil District Hospital has enjoyed a stable and successful history; trusted and respected by our patients, staff and commissioners and well-rated by the Care Quality Commission and Monitor.

We are a District General Hospital, based in the market town of Yeovil, serving a population of around 185,000 people in South Somerset and Dorset.

Among our accolades, we have been repeatedly rated as one of the top-10 healthcare employers in the Country, are a leading-light in global stroke research and development, and have attracted national interest in our iCARE model which has established the principles of exemplary patient care and experience within our Hospital.

Yeovil Hospital at-a-glance facts:

- Strong-history as one of the top-ten healthcare employers in the country
- An NHS Foundation Trust since 2006
- Single-site hospital, providing some off-site clinical care in partnership
- Full-range of clinical services – including General Medicine, Cardiology, General Surgery, Orthopaedic Surgery, Trauma and Paediatrics – with an emphasis on enhanced recovery achieved through multi-disciplinary input and delivered through laparoscopic-techniques, day-surgery procedures, and patient-enabling support
- Full range of on-site diagnostics, including respiratory lab and bone densitometry
- Workforce of approximately 2,300
- Provide care for a population of about 185,000, primarily in south Somerset, North and West Dorset and parts of Mendip
- 345 beds and a private patients’ wing, the Kingston Wing.
- In 2011/12, there were 17,668 emergency admissions, 3,337 elective admissions, 16,765 day case admissions, 162,790 outpatients seen, 43,915 Emergency Department attendances; 1649 births, and 645 admissions to intensive care
- An excellent reputation for research activities, including the second-highest uptake for the global AVERT stroke trial

Our future

While we enjoy stability, both in financial and operational performance, we are clear that the success of our past must be employed as a strong base from which to launch into an innovative and sustainable future.

We know that the role which an acute hospital plays within a wider care landscape must change in order to meet people’s aspirations for improved outcomes, greater independence into later life, and access to more care closer to home. We also know that the sustainability and continued quality of both the NHS and public-sector social care relies upon collaboration and creativity.

As with the rest of the South West, our population consists of more people aged 65+ and 85+ than the England average. In fact, our demography matches that forecast for England in the 15 years-time. This means the country’s medical communities and policy-writers are looking to Trusts like ours to find solutions to tomorrow’s problems today. This brings us challenges and opportunities in equal measure.

We must develop and deliver services across specialties which are capable of caring for patients with many co-morbidities, increasing complexity and acuity, and greater incidences of dementia. We will need to apply new techniques and service-models early, and establish innovative partnerships to enable skills, experiences, and resources to move with the patient to provide the right care in the right place.
This means we need brilliant people; those who are able to deliver exceptional care on the frontlines and as managers, providing our patients with the best possible experience and outcomes, and helping to build the NHS of the future.

Yeovil District Hospital NHS Foundation Trust has an active and well established Department of Research and over the last year record numbers of patients have welcomed the opportunity to take part in clinical research studies available here. Patients who are eligible for a research study and consent to take part are cared for by an experienced team of research staff who provide individual support throughout. There has been a year-on-year increase in providing access to new drugs and treatments across most disease areas, particularly the common cancers, diabetes, heart failure, arthritis and stroke.

Working for Yeovil District Hospital

The Hospital is one of the largest employers in the area with around 1,700 whole time equivalent staff. In 2011 the Healthcare 100 survey identified Yeovil District Hospital as the second best general hospital to work for in the UK, for the third year running. Yeovil is very proud to have scored in the top 20% of acute trusts in the annual staff survey, for the third year in a row, and was the top acute trust in the South West in terms of staff attitudes to working at Yeovil. Staff retention is excellent with over 85% of staff employed by the Trust for over a year.

Yeovil District Hospital recognises how important it is to involve both its staff and the local community in developing services for the future. Clinicians’ views formed the Clinical Services Strategy and are key to the Trust’s Service Improvement Plans; to provide high quality safe services which make best use of our resources.

The Trust supports a rich, multi-cultural workforce representing some 40 nationalities and the Hospital has been used as an example of good practice across the region for equality and diversity by NHS Employers, who gave the Trust a top score and ‘Positively Diverse Lead Site Status’.

High quality training is also important to the Trust. YDH links with the Universities of Plymouth, Bournemouth, West of England and Bristol to train the healthcare professionals of the future in its prestige new learning centre, the Somerset Academy.

Neighbouring community hospitals

There are currently four local community hospitals run by NHS Somerset at Wincanton, South Petherton, Crewkerne and Chard. The majority of the beds are used for General Practitioner care.

There are minor injury units at Crewkerne and Chard hospitals and Wincanton Community Hospital which are run by GPs and nurses. Wincanton Community Hospital accommodates the Herridge Unit for rehabilitation of the elderly and South Petherton Community Hospital is being rebuilt.

NHS Dorset manages the Yeatman Hospital in Sherborne, which has a minor injuries unit and a surgical day ward with an operating theatre equipped for minor and intermediate day surgery.

Appendix 2 Teaching and Training

Training and Development

There will be opportunities as part of the role in Health Informatics to gain experience and familiarisation with one of the market leading EHRs. Through the role the post holder will also develop skills and knowledge required for change implementation and implementation of a new electronic system to an NHS trust.
Study Leave

Study leave may be granted for approved courses at the discretion of the Clinical Director and Medical Director. Four of the present consultant physicians are RCP examiners and Yeovil District Hospital has hosted the MRCP exam on occasions.

Postholders will take part in the teaching of junior medical staff and medical students (Yeovil Medical Academy), co-ordinating this activity carefully with the consultants. The appointee will be encouraged to participate in audit projects, and the appointee would be expected to undertake and report on audit projects. There is a monthly directorate clinical governance meeting.

Research opportunities are available through individual consultants. Trust Fellows are expected to participate in current research projects when necessary. There is an active postgraduate programme with weekly lectures, and training sessions to which the post holder will be expected to contribute. There are “bleep-free” obligatory sessions for teaching. These are part of the weekly timetable.

Yeovil Academy

A major redevelopment of the Postgraduate Centre was completed as a part of the development of the Yeovil Academy with the Bristol Medical School. Included within this are 7 seminar rooms with full electronic support and a 100-seat lecture theatre and expanded library and skills laboratory.

There is an active teaching programme in the Hospital. Junior staff are encouraged to obtain higher qualifications, their training is a vital part of the work of the Department.

Appendix 3 Important Information for Candidates

Main Terms and Conditions

1. The successful applicant will be employed under the National Terms and Conditions for Medical & Dental Staff in England. They will receive a gross annual salary based on payscale code quoted on page 1 of the job description. The details of the Terms and Conditions for Doctors can be found on the NHS Employers website: http://www.nhsemployers.org/your-workforce/pay-and-reward/pay/pay-and-conditions-circulars/medical-and-dental-pay-and-conditions-circulars

2. The salary and incremental increases are subject to annual review and in accordance with the National NHS Terms and Conditions of Service for Medical Staff in England.

Pre-Employment Screening

3. All candidates recommended for appointment will be subject to mandatory pre-employment checks before commencing in post.

4. Any offer of appointment may subsequently be withdrawn if a candidate knowingly withdraws information or provides false or misleading information. Information disclosed on application forms or CV’s will be checked.

5. References will be required to cover a minimum of three years of previous employment and/or training and one reference must be from your most recent/current employer. References will be requested after a verbal job offer has been made.

6. The appointment is subject to a satisfactory medical assessment carried out at the hospital’s own Occupational Health Department. The medical is on the basis of a questionnaire issued at the time of appointment to the post.

7. This post has been identified as one involving exposure prone procedures. Additional health clearance maybe required based on Department of Health guidance March 2007. In addition to TB, rubella, varicella and hepatitis B antibody status are now required.
8. All pathology specimens must be identity validated from a UK laboratory and samples must be obtained by Occupational Health staff or other officially designated department.

9. The appointment is also subject to a satisfactory enhanced Disclosure and Barring Service Clearance (DBS).

Hospital Accommodation

Purpose built, off site, accommodation for Yeovil District Hospital staff members opened on 1st August 2012 and is managed by the Yarlington Housing Group.

The Yarlington Housing Group has built 36 new homes near to the hospital especially for our staff. The development provides one and two bedroomed flats housing up to 70 junior doctors and other key staff members. The design for these homes enables each resident to have a private study/bedroom with an en-suite bathroom and provides a high standard of living accommodation. These residences are located just a 10 minute walk from the hospital.

Appendix 4 Supplementary Information for Candidates

About Yeovil

Situated on the Southern boundary of Somerset, bordering Dorset, Yeovil enjoys a prime position for accessing and enjoying some of the best countryside, coast and cities in the UK.

Yeovil itself is a vibrant market town with a population of around 40,000, and the population we serve is drawn from the town as well as the many rural and semi-rural conurbations which surround it.

Good public transport networks, easy motorway and A-road links, exciting urban neighbours in Bristol and Bath, and easy access to Bristol International Airport, means we can live amidst some of the country’s most beautiful countryside without compromising on access to the rest of the UK and beyond.

Airports – Local airports providing access to European and international destinations are at Bristol, Southampton, Exeter and Bournemouth.

Living here - Whether buying or renting, the surrounding area offers something to suit every taste and budget; whether you prefer the tranquillity and community of village life, or more vibrant surroundings in one of our many nearby local towns.

With such choice, there is wide variety in house prices for buyers. However, prices for Somerset and Dorset are very attractive when compared to national averages.

Somerset average house price: £215, 400
Dorset average house price: £260, 800

Source: Land Registry of England & Wales (Dec 2012)

Useful website links:

| South Somerset District Council | http://www.southsomerset.gov.uk/ |
| Yeovil Town                     | http://www.yeoviltown.com/       |
Schools & Higher Education

Parents moving into South Somerset, or those wishing to start a family, have a wealth of educational facilities on their doorstep. As well as a choice of state primary, secondary and further education facilities, the area also boasts a number of private schools with excellent reputations.

Access to academic excellence at a higher level is unparalleled, with both the University of the West of England (Bristol) and Bath University less than an hour away.

The website of Somerset County Council, our Local Education Authority, contains everything you need to start planning for the education needs of your family.

Useful website links:

<table>
<thead>
<tr>
<th>Somerset County Council – Find a School</th>
<th><a href="http://www.somerset.gov.uk/education-learning-and-schools/choosing-a-school/find-a-school/">http://www.somerset.gov.uk/education-learning-and-schools/choosing-a-school/find-a-school/</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Yeovil, Somerset – All the Schools</td>
<td><a href="http://www.alltheschools.com/somerset/yeovil.htm">http://www.alltheschools.com/somerset/yeovil.htm</a></td>
</tr>
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Activities

There is a Doctor’s Mess within the hospital. Opposite the hospital there are tennis and squash courts and it may be possible to arrange membership for members of the medical staff. A municipal sports complex with swimming pool and gymnasium is situated close to the hospital. The hospital is situated within easy walking distance of the town centre.

After a busy week making a difference to the lives of your patients, you may feel you deserve some serious rest and relaxation; and based in or around Yeovil you couldn’t be in a better place.

Within easy reach are the Somerset levels and moors, and the golden-sand beaches of Dorset, with opportunities to enjoy a wide variety of activities such as sailing, climbing, and walking. Families are also catered for in abundance, with the renowned Longleat Safari and Wildlife Park and Cheddar Gorge, and Fleet Air Arm Museum close by, while for urban days-out Bristol and Bath offer superb shopping, along with global cuisine, arts and culture.

Meanwhile, gastronomes will find several Michelin-starred restaurants nestled in the surrounding countryside and cities.

For more information, follow: www.visitsomerset.co.uk