

OLDER PEOPLE'S MENTAL HEALTH SERVICE

JOB DESCRIPTION

CONSULTANT PSYCHIATRIST

IN

OLDER PEOPLE'S MENTAL HEALTH

**FULL TIME
(10 Programmed Activities)**

Winchester ICT (Winchester City and Rural Area OPMH)

Avalon House, Chesil Street, Winchester, SO23 0HU

Job Description: Contents

1.	Introduction	3
2.	Southern Health NHS Foundation Trust	3
3.	Older Persons Mental Health Service	5
4.	About Winchester and Avalon House	7
5.	Winchester Integrated Care Team	7
6.	The Post	8
7.	Continuing Professional & Personal Development	10
8.	Clinical Leadership & Medical Management	10
9.	Appraisal, Revalidation & Job Planning	11
10.	Teaching	11
11.	Research	11
12.	Secretarial Support& Office Facilities	12
13.	Work Programme & Provisional Job Plan	12
14.	General Provisions relating to Appointment	13
15.	Visiting	13

APPENDICES

Person Specification/Selection Criteria

Appendix I

JOB DESCRIPTION

- POST:** Consultant Psychiatrist, Older People's Mental Health Service
- LOCATION:** Parklands Hospital, Aldermaston Road, Basingstoke RG24 9RH.
- CONTRACT:** Full time, 10 PAs
- ACCOUNTABLE TO:**
- Chief Executive Officer, Dr Nick Broughton
 - Chief Medical Officer /RO, Dr Karl Marlowe
- CLINICAL MANAGER:**
- Divisional Clinical Director Dr Hazel Nicholls
 - Divisional Medical Director, Dr Mary Kloer
 - Clinical Lead , Dr Tracey Eddy
- KEY WORKING RELATIONSHIPS:**
- OPMH community manager , Sheila Gascoigne
- OTHER WORKING RELATIONSHIPS:**
- Divisional Director of Operations: Nicky MacDonald
 - Director of Nursing and AHPs: Liz Taylor

1. INTRODUCTION

This 10PA OPMH Community post has been reconfigured recently as part of an exciting transformation project re designing how services are delivered to the North and Mid Hampshire locality. The post is based at Avalon house Winchester working alongside another full time consultant and speciality doctor.

The post is part of a redesign of the OPMH services which includes development a new memory assessment service, an in-reach services into local care homes, OPMH liaison services to the acute hospital (Royal Hampshire County Hospital) and inpatient services (a functional and an organic ward) based at Parklands Hospital.

The post aligns with local Primary Care Networks to facilitate closer working with primary care colleagues and hence responsiveness to our local population.

The post holder will undertake 7.5 Programmed Activities of Direct Clinical Care within the community OPMH team covering a community living in the central and surrounding rural area of Winchester.

The post will be performed within normal working hours and it is anticipated that the post-holder will also fully participate in the OPMH senior on-call rota from home (currently 1 in 10 approx.; but nearer 1 in 18 when posts fully recruited to).

An off-site PA for SPA activity can be agreed through job planning where cross cover permits.

2. SOUTHERN HEALTH NHS FOUNDATION TRUST

Southern Health NHS Foundation Trust (SHFT) was established on 1st April 2011 following the merger of Hampshire Partnerships NHS Foundation Trust and Hampshire Community Health Care Trust.

SHFT provides specialist mental health services, learning disability services, community physical health services including community hospitals and specialist inpatient units, and primary care across Hampshire, and is one of the largest providers of its kind in the country.

The Trust also provides specialist mental health services to a wider population in southern England via NHS Specialised Services commissioning arrangements. These include:

- Adolescent Mental Health In-patient Service
- Forensic Mental Health Services
- Forensic Adolescent Mental Health In-patient service

SHFT provides care to around 240,000 people each year, and employs over 7000 people, including doctors, nurses, therapists and support staff.

SHFT is funded by NHS England, local Clinical Commissioning Groups and local authorities, receiving around £300 million each year. SHFT delivers over 4600 outpatient appointments each week and nearly 1.5 million contacts with patients in the community each year.

SHFT is part of the Hampshire and Isle of Wight Sustainability & Transformation Plan. SHFT is a teaching trust – it has an active teaching and research department LEAD, and has a positive working relationship with the University of Southampton, Faculty of Medicine.

The trust delivers training and teaching to trainees from a range of clinical backgrounds.

The Trust launched a change programme in January 2019. This introduced five new Divisions which align physical and mental health services and focus on delivering holistic, joined-up care to these local populations.

Local health and care services are delivered by means of Local Care Partnerships (LCP) operating in four geographical areas across Hampshire, (Mid & North, South & West, Southampton, and Portsmouth & South East).

Each geographical area has a divisional senior leadership structure led by a Clinical Director supported by a Divisional Director of Operations, Divisional Director of Nursing and AHPs and Divisional Medical Director.

For more information on the Trust and services, visit the Trust website at:

<http://www.southernhealth.nhs.uk/>

3. OLDER PEOPLE'S MENTAL HEALTH SERVICE

Currently there are 20 substantive Consultants (occupying 32 posts) in Old Age Psychiatry working within teams in various locations across the county. If there are vacancies these are filled by locum appointments so that the substantive consultants would not need to cover routinely.

4. ABOUT WINCHESTER & AVALON HOUSE

Winchester is a beautiful, vibrant and historic, Cathedral City, surrounded by rural areas and the two small suburban towns of Chandlers Ford and Eastleigh. The area is well supplied with local amenities and it benefits from excellent transport links to London, the Solent and the New Forest. Although there are some pockets of socio-economic deprivation, the area generally has a high standard of living.

Avalon House is situated on the outskirts of the city of Winchester and is a community hub covering the North West area of Hampshire. The office complex accommodates Community Mental Health Services for children, adults and older people, as well as Community Physical Health Clinics and Services. It benefits from a free car parking area and easy access to Winchester high-street, within easy walking distance.

The community catchment area served by the Avalon House covers the whole of Winchester and extends into the North West of Hampshire as well as the Meon Valley Area (to the East), Stokewood (to the West) and Bishops Waltham to the (South). The population covered currently incorporates approximately 25,000 people over the age of sixty-five.

5. WINCHESTER OPMH TEAM

The service is based at Avalon House, Chesil Street, Winchester, SO23 0HU. The team is a new and keen multidisciplinary Community Mental Health Team with members of the team carrying out assessments of new referrals, in addition to therapeutic interventions, monitoring and carer support. The team meets every Wednesday for a clinical meeting, where new referrals are allocated and patients discussed.

The current clinical team consists of the medical team, a full-time team leader and a team of multi-disciplinary professionals consisting of community mental health nurses, memory nurse specialists, a part-time occupational therapist and a part-time clinical psychologist. In addition, the clinical team are well supported by health care support workers and secretarial/administrative staff.

The post holder will specifically benefit from dedicated Community Mental Health Nurse input, with a shared proportion of In-reach Nurse, Memory Nurse, Occupational Therapist and Clinical Psychologist input.

The current combined team (Winchester hub) complement comprises (whole-time equivalent – WTE):

- 0.5 WTE Integrated Service Matron (Band 8a) covering the whole district
- 1.0 WTE Team Leader/Specialist Practitioner (Band 7) covering the whole district
- 4.0 WTE Community Mental Health Nurses (non-prescribing) (Band 6)
- 2.0 WTE Community Mental Health Nurse (non-prescribing) (Band 5)
- 0.4 WTE Clinical Psychologist (Band 8c)
- 1.0 WTE Community Health Care Support Workers (Band 3)
- 3.0 WTE Administrative/Secretarial Staff (Band 3)

We have very recently launched a new Cognitive Assessment Service across the OPMH service which streamlines the service and gives consistency in approach including post diagnostic follow up by health care support workers. Individuals requiring a memory assessment are seen by this team.

We are also developing an in-reach nursing home service that will support residents in both residential and nursing homes across the North Hampshire area.

6. THE POST

The Post Holder will be based at Avalon House with his/her own office space; and will have the dedicated support of a Medical Secretary (equivalent to 1.0 WTE). The post holder will have appropriate IT facilities including a PC/laptop, network connections and access to IT training if required.

The Post Holder will be responsible for referrals from GP's and have a clinical leadership role within the team.

Patients will be seen in an outpatient clinic or through a home visit. The post holder will carry out some new assessments personally, and support other team members to assess other referrals.

WE-C-001-18 JD V1

The post holder will oversee the clinical management of patients within the service; care coordinating people with complex problems, and promoting active case-load management and the use of outcome measures.

They will attend CPA meetings and carry out Mental Health Act and Mental Capacity Act Assessments as appropriate.

They will be available for the urgent review of patients within the service and of new referrals during working hours and will be available to team members for clinical advice during the working day.

The post holder will be actively involved in supporting staff development and in effecting continual service improvement.

Acute Inpatient Service: The Older People's Mental Health Service, considers the inpatient bed provision as a countywide resource; although every effort is made to admit patients to their nearest and most appropriate Inpatient facility. Both functional and organic beds are provided for at Parklands Hospital, or elsewhere depending on need.

All inpatient facilities benefit from a dedicated inpatient consultant and, locally, consultant input comes from Dr Tracey Eddy and Dr Bethan Read.

Liaison Services: There is a dedicated liaison service provided at Winchester Royal County Hospital. This has very recently been expanded and new appointments are underway. This consists of two full time band 6 nurses, a band 7 and an administrator and 1 full time consultant.

ECT: ECT is given twice weekly at Parklands Hospital by a dedicated team.

Memory Assessment Service and management of cholinesterase inhibitor drugs: Memory assessments are undertaken within the memory assessment service. The clinic assesses patients with early and advanced memory problems, including those under the age of 65 and those with complex presentations, some of which would need to be assessed by the consultant.

Treatment with Acetyl-cholinesterase Inhibitors is initiated in Secondary Care and efficacy is monitored following the NICE and the local Shared Care Protocol Guidelines. There is access to detailed neuropsychological assessments via the Clinical Psychologist; as well as access to functional brain imaging (DaT/SPECT scans) via Southampton General Hospital (Department of Nuclear Medicine).

Clinical Audit: The post holder will participate in Audit to ensure the continuous improvement of the service.

Continuing Professional Development: There is an expectation that the post holder will be in good standing with the Royal College of Psychiatrists within their established framework of Continuing Professional Development and in relation to Annual Appraisal requirements. The trust supports continuing professional development through a dedicated local program of leadership, education and development (LEaD). The trust also supports external continuing professional development activities and there is an appropriate study budget available for the post holder (as well as the usual entitlement to study leave).

There are several active CPD peer groups for Consultants and senior doctors within OPMH (including a group in the North Hampshire area) which would be able to provide support and supervision for the post holder. There are also regular clinical governance meetings as well as bimonthly consultant meetings, which provide further guidance and direction. The post holder will also benefit from working closely with experienced consultant colleagues on the same site in terms of more informal peer support and mentoring.

On-call Rota Arrangements: OPMH consultants in Basingstoke, Mid Hants, Southampton and the New Forest participate in a shared old age-specific rota (category A, low frequency, 3% pay supplement). The Post Holder will fully participate in a 1:10 (approx.) on-call rota from home (which will be nearer 1:18 when posts are fully recruited to).

Consultant appraisal: The Trust aims for this to be a supportive developmental process for each consultant, which will form the basis for revalidation by the GMC. The process takes place annually and will be overseen by the Clinical Director of Workforce, Development and Communications. Training is provided for both appraisers and appraisees; and a Personal Development Plan will be agreed during each appraisal cycle.

Teaching Duties: The post holder will provide informal day-to-day teaching as well as support ad hoc teaching relevant to their specialty as appropriate or required.

Other Duties: The post-holder will be responsible to Southern Health NHS Foundation Trust for the programmed activities in the job plan. From time to time it may be necessary for the Post Holder to carry out such other duties as may be assigned, with agreement, by the Trust. It is expected that the Post Holder will not unreasonably withhold agreement. The Trust actively supports the involvement of the consultant body in regional and national groups.

Leave Arrangements: The post holder will take annual and study leave in agreement with the other local consultants; and doctors will cross cover each other to ensure appropriate medical cover at all times. It is a standard expectation that only one or two consultant doctors will ideally take leave at any one time. However cover of occasional days when more or all consultants might be away can be easily managed by the wider team at Parklands Hospital and through liaison with Consultant colleagues in neighbouring areas.

7. CONTINUING PROFESSIONAL & PERSONAL DEVELOPMENT

The Post Holder will take part in Continuing Professional Development within the framework of the Royal College of Psychiatrists and in the light of annual appraisal. There are several active CPD peer groups within OPMH and the post holder will be encouraged to join a peer group with other Consultant Colleagues either locally or with those with similar interests and responsibilities. The post holder will be encouraged to attend and participate in the academic programme of the Trust, including relevant educational meetings that occur on a fortnightly basis at Parklands Hospital, Basingstoke. (Currently available via Skype),

A full range of additional training and development courses and opportunities are also available within the Trust and externally, with adequate funding to support attendance at external courses.

The Trust runs the Centre for Professional Development in Mental Health, which provides a diverse programme of high quality multi-professional courses locally, involving the participation of national and international experts. The Trust is committed to supporting the development of all its' staff. We encourage all newly appointed consultants to participate in the 'New Consultants' Development Programme'. This programme encompasses aspects of clinical leadership and provides support for some of the challenges facing newly appointed consultants.

The OPMH Consultant meeting is held bi-monthly, with all the OPMH consultants in the Trust, at Tatchbury Mount, Southampton.

The Trust is also supportive of mentorship and this confidential support is made available to all recently appointed consultants.

The post holder will also participate in a locally based fortnightly case conference with colleagues from adult mental health and trainee junior doctors.

8. CLINICAL LEADERSHIP & MEDICAL MANAGEMENT

The Trust has a management and leadership structure which devolves significant authority and responsibility, to a local level, through service line management.

The North and Mid Hants division is led by a Clinical Director (Dr Hazell Nicholls) supported by a Divisional Director of Operations (Nicky MacDonald), Divisional Director of Nursing and AHPs (Liz Taylor) and Divisional Medical Directors (Dr Susie Carman and Dr Mary Kloer)

There is a dedicated clinical governance team for Older People's Mental Health, which links with the Trust-wide clinical governance framework. There are bi-monthly OPMH Clinical Governance Meetings where consultants, alongside the Matrons and Team Leaders, are expected to attend for updates in relation to the clinical governance agendas. This meeting is then followed by the Consultants' Meeting.

The post holder will undertake their job planning with the divisional medical director for the North Area.

The clinical leadership appointments are for a 3 to 5 year tenure; and the post holder will be encouraged to develop leadership and management experience and to consider applying for these posts in the future, should they wish to do so. There is a specific OPMH lead role which attracts 2 PAs for specific Divisional OPMH medical management and clinical leadership for service development and quality.

9. APPRAISAL, REVALIDATION & JOB PLANNING

Southern Health Foundation Trust is committed to the positive implementation of annual consultant appraisal. The aim is for this to become a supportive developmental process for each consultant, which will form the basis for revalidation by the GMC. The process is overseen by the Responsible/Chief Medical Officer; and training is provided for both appraisers and appraises. The Trust has appointed a number of trained appraisers, and consultants can choose their appraiser from this list.

Appraisal informs the annual job plan review, which is conducted by the consultant's Clinical Manager with further management input from the area's Service Manager. The indicative job plan (below) should be viewed as illustrative, and a job plan review will be conducted within 3-6 months of being in post with the Clinical Manager.

10. TEACHING

There is significant involvement throughout the Trust in undergraduate medical education, with staff working in the Older People's Mental Health Service playing a very active part in the teaching of Medical Students from the University of Southampton. Medical Students spend 6 weeks in Psychiatry, in their Fourth Year, attached to a 'clinical firm'; with the post holder having the opportunity to become an Undergraduate Teacher and Examiner if desired.

There are dedicated teaching coordinators within the University of Southampton who provide the links with the University and co-ordinate any attachments, with Locality Tutors for the undergraduate training program in the various regions of the county (supported by the Deanery).

11. RESEARCH

Southern Health promotes the development of research activities as part of consultant SPAs within their job plans, if desired. Locally, the Memory Assessment and Research Centre (MARC) conducts clinical and basic science research into dementia through competitive grant funded research including the MRC; Alzheimer's Society; Department of Health and Alzheimer's Research Trust and pharmaceutical companies. MARC is the lead centre for the Department of Health funded South Coast Dementia and Neurodegenerative Diseases (DENDRON) network. In the past 5 years MARC and associates have published over 100 papers in high impact journals including Nature Medicine; New England Journal of Medicine and Nature Immunology.

MARC is based in Southampton at the Tom Rudd Unit, Moorgreen Hospital, Botley Road, West End, Southampton, SO30 3JB. The website is: www.marc.soton.ac.uk and the Manager of MARC is Viv Hopkins (viv.hopkins@hantspt-sw.nhs.uk). Dr Brady McFarlane (brady.mcfarlane@southernhealth.nhs.uk) is an old age Consultant Psychiatrist who provides medical leadership to the research centre; and applicants would be welcome to contact either Viv or Dr McFarlane in relation to any research related opportunities.

12. SECRETARIAL SUPPORT & OFFICE FACILITIES

The post holder will have their own office space at Avalon House and have secretarial support (1.0 WTE). The post holder will have their own PC/Laptop with email and internet access

13. WORK PROGRAMME & PROVISIONAL JOB PLAN

It is envisaged that the post holder will work 10 programmed activities over five days. The overall split of the Programmed activities is anticipated to be approximately 7.5 to be devoted to Direct Clinical Care and 2.5 to Supporting Activities.

The job plan timetable (below) should be regarded as indicative/provisional and negotiable, as the final job plan will be agreed with the Clinical Manager within 3-6 months of the post holder taking up their post. Subsequent changes in the job plan will be brought about through the normal annual job planning process with the OPMH Clinical Director and the Area Manager.

Monday	09:00 – 13:00	Avalon House	Urgent Assessments/ Clinical Administration (1 DCC)
	13:00 – 17:00		Outpatient Clinic / Community Visits (1 DCC)
Tuesday	09:00 – 13:00	Avalon House	Outpatient Clinic (1 DCC)
	13:00 – 17:00	Community	Community visits (1 DCC)
Wednesday	09:00 – 11:00	Avalon House	CMHT Meeting & Caseload Supervision (0.5 DCC)
	11:00 – 13:00		Case Presentation Teaching /
	13:00 – 14:00	Community	Consultants' Meeting and CPD
	14:00 – 17:00 (15:30 – 17:00)	(Audit / Service Development / Teaching (1.5 SPA) (Bi-monthly OPMH Consultant's Meeting/Peer Group)
Thursday	09:00 – 13:00	GP Practice (or Community)	Outpatient Clinic or Community Visits (1 DCC)
	13:00 – 17:00	Avalon House	Audit/Service Development / Teaching (1 SPA) Can be flexible in time and place if cross cover allows
Friday	09:00 – 13.00		Clinical Administration (1 DCC)
	13:00 – 17:00	Avalon House and community	Community Visits /Emergency Reviews (1 DCC)

Programmed Activities

7.5	Programmed Activities	Direct Clinical Care
2.5	Programmed Activities	Supporting Activities
<u>10.0</u>		

14. GENERAL PROVISIONS RELATING TO APPOINTMENT

Terms & Conditions

This post is subject to the Terms and Conditions of Service determined by the Southern Health NHS Foundation Trust. These Terms and Conditions are initially the same as those determined nationally through Review Bodies and Whitley Councils. The Trust may in future make changes to the Terms and Conditions through locally established negotiating machinery.

Contract

The Trust has implemented the 2003 Consultant Contract.

Residence

Residence within either 30 minutes by road from Parklands Hospital is a requirement of the post unless specific approval for alternative arrangements is given by the Trust. The post holder should hold a current driving licence (within the realms of the Equality Act) or be able to arrange transport to fulfil the requirements of the post. His/her private residence must be maintained in contact with the public telephone service. The successful candidate will be entitled, if necessary and meet the minimum criteria, to a relocation package as agreed by the Trust.

Rehabilitation of Offenders Act

This post is exempt from the provisions of Section 4(2) of the Rehabilitation of Offenders Act 1974 by virtue of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975. Applicants are therefore not entitled to withhold any information about convictions, even if there are 'spent' and, in the event of employment, any failure to disclose such convictions could result in dismissal or disciplinary action by the Trust. Any information given will be completely confidential and will be considered only in relation to an application for positions to which the order is applied

15. VISITING

Candidates are encouraged to visit and should contact **Dr Tracey Eddy OPMH In-patient Consultant** on (01256) 376449 or **Dr Susie Carman** on (01256) 376418 to make the necessary arrangements.

Dr Nick Broughton, Chief Executive, tel. (023) 80874101, and **Dr Karl Marlowe Chief Medical officer** tel. (023) 80874319, will also be pleased to speak to candidates.

For more information on the Trust and services, visit the Trust website at: www.southernhealth.nhs.uk

APPENDIX 1: PERSON SPECIFICATION/SELECTION CRITERIA

Post: Consultant in Older People's Mental Health

Requirements	Essential	Desirable	
1. Qualifications and Training	<p>Recognised basic Medical Degree</p> <p>Full GMC Registration with license to practice</p> <p>Eligibility for inclusion on the Specialist Register</p> <p>CCST in Old Age Psychiatry (or within 6 months at time of interview) or equivalent</p> <p>Section 12 Approval Approved Clinician</p>	<p>MRCPsych</p> <p>Relevant Higher Degree e.g. MD, PHD, MSc or other additional clinical qualifications</p>	Application
2. Experience	<p>Experience of assessing and treating patients in acute & community psychiatric settings</p> <p>Knowledge of UK Hospital Systems (or equivalent)</p> <p>Knowledge and evidence of participation in CPD (including being in Good standing with the College for the purposes of CPD)</p>	<p>Experience of working in the NHS</p> <p>Experience of active involvement in service change and development</p>	Application/Interview

3. Skills	<p>Ability to take a leadership role in a multidisciplinary team, ensuring high quality care and staff morale.</p> <p>Ability to manage own time, workload and prioritise clinical work</p> <p>Ability to appraise own performance</p> <p>Excellent written and oral communication skills</p>	<p>Evidence of specific achievements that demonstrate leadership skills</p> <p>Additional Clinical Qualification</p>	
4. Knowledge	<p>Understanding of the management skills required to function successfully as a consultant</p> <p>Ability to use IT, including e-mail and the internet</p> <p>Knowledge of risk management</p>	<p>Knowledge of recent developments and drug advances in the psychiatry specialty applied for.</p>	<p>Application/Interview/References</p>
5. Teaching	<p>Commitment to and experience of undergraduate and postgraduate teaching.</p> <p>Understand principles of teaching and learning</p>	<p>Organisation of further teaching programmes in medical education or multi professional education</p>	<p>Application/Interview</p>

6. Research and Audit	<p>Ability to critically appraise published research</p> <p>Experience of carrying out an audit project</p>	<p>Experience of involvement in a research project and publication</p> <p>Interest in research</p> <p>Published audit project</p>	Application/Interview
7. Management	<p>Knowledge of the management and structure of the NHS</p>	<p>Evidence of management training</p> <p>Previous management experience</p> <p>Evidence of a management project</p>	Application/Interview
8. Aptitude and Personal qualities	<p>Ability to deal effectively with stress</p> <p>Thoroughness and attention to detail</p> <p>Excellent interpersonal skills and the ability to communicate effectively with difficult people.</p> <p>Reliable and honest</p> <p>Flexible approach to working practise</p> <p>Positive approach to the job planning and appraisal process</p>	<p>Evidence of Leadership Attributes</p> <p>Motivational Skills</p> <p>Commitment to service development</p>	Interview/References