

## QUEENSCOURT HOSPICE

Registered Charity No 518801

### **West Lancs, Southport & Formby Palliative Care Services Palliative Care Doctor / Medical Officer Vacancy Details**

#### **Background**

West Lancashire, Southport & Formby (WL,S&F) is a combined seaside resort and rural area bounded by the Ribble Estuary to the north, the M6 to the east, the River Alt to the south and the Irish Sea to the west. WL, S&F has approximately 235,000 residents, with an influx of summer visitors, and 1.2% of the population die each year. It has a very high elderly population in its attractive retirement properties and a large care home population of approximately 3,500 beds.

Queenscourt Hospice is an independent charitable organisation located in a purpose-built unit providing a Specialist Palliative Care Service for the people of Southport, Formby, West Lancashire and surrounding districts with far advanced, progressive, incurable disease, whose focus of care is quality of life.

Queenscourt is staffed by a skilled multi-professional team embracing orthodox and complementary therapies, social re-integration and psychological support, for patients and carers to enable them to be at home as far as possible.

Queenscourt responds to medical referrals by providing symptom control, crisis intervention, assessment and rehabilitation through short in-patient stay (10 beds) multi-professional out-patients and day service, 'at home' service, carer and bereavement support.

Queenscourt provides medical, therapy and day services as external palliative care services as part of the local hospital and community palliative care team to local NHS Trusts.

Queenscourt Hospice also runs an active educational programme for health professionals, volunteers and carers within the Terence Burgess Education Centre.

#### **Vacancy**

**Job Title:** Palliative Care Doctor / Medical Officer

**Reports to:** Medical Director (Queenscourt) / Consultant in Palliative Medicine

**Hours** Part time post: 2 or 3 days per week (0830-1700) to include Monday, Tuesday & Friday. There is a regular on-call commitment of 1 in 8 weekends with clinical supervision from

Palliative Medicine Consultant (weekday night 5pm-9am / weekends on call (1700 Fri – 0900 Mon) with opportunity for weekday on call working to cover annual leave. Change in working days may be negotiated if required to meet the needs of the service. Share of Bank Holiday working.

**Salary:** Dependent upon experience (starting salary between £55,825 and £71,696 inclusive of on-call enhancements)

**Contract Type:** Permanent

**Annual Leave:** 6 weeks pro rata

**Study Leave:** up to 5 days per annum, pro rata by application

**Terms and Conditions**

Queenscourt employs staff on its own salary scales, and terms and conditions of employment which are similar, but not identical, to those applying within the NHS. Membership of the NHS Superannuation Scheme can be transferred to the employment of Queenscourt Hospice for employees who had existing membership within the last twelve months. The appointment will be subject to satisfactory references, occupational health report, verified professional registrations & qualifications and an enhanced DBS check with Adults Barring List. Postholder must maintain own medical defence membership cover.

**QUEENSCOURT HOSPICE**  
Registered Charity No 518801

**West Lancs, Southport & Formby Palliative Care Services**  
**Palliative Care Doctor/Medical Officer Job Description and Person**  
**Specification**

**Job Summary**

This post is for doctors who have not completed speciality training but want to gain experience in palliative medicine. The post will offer the opportunity to gain increased skills. The post will be scaffolded according to the knowledge, skills and experience of the post-holder and development will be expected and supported. This fixed-term post has been created to enhance the existing medical team.

The post-holder is required to:

1. To work as a valuable, flexible, member of the multiprofessional team at Queenscourt Hospice providing medical services to those patients delegated by the Medical Director to their charge. This may be in-patients, day and 'at home' services depending upon previous experience, learning needs and service requirements. There will be consultant and senior doctor cover on site during the day and off-site cover at night.
2. Those with sufficient experience of palliative medicine will work with the wider palliative care team to provide hospital, community and out of hours advice and support.
3. Keep the Medical Director (MD) closely informed, to ensure continuity of care and good communication.
4. Liaise with the Consultants & Specialty Doctors in Palliative Medicine, keeping them closely informed of patients within WL, S&F hospital and community.
5. Participate in the on call and bank holiday rota as agreed and provide cover for the absence of colleagues as required.
6. Engage in personal and professional development according to the Queenscourt learning and development pathways for doctors. Support will be given for training and development in line with the Association for Palliative Medicine Training and Development Framework for SAS Doctors

**Main Duties and Responsibilities**

**Clinical**

1. Provide day to day medical supervision of in-patients.
2. Assessment, care and treatment of patients in out-patients, in hospital.

3. Work closely with, and respect the various roles & skills of, the multi-professional team.
4. Keep clear, accurate and contemporaneous, mainly electronic, medical and multi professional records.
5. To identify and address the physical, psychological, spiritual and social needs of patients and the emotional, spiritual and psychological needs of their families and friends.
6. Keep the patient's family and carers informed, according to the patient's wishes and to be available to see them together with other members of the multi-professional team as required.
7. Liaise closely with, and support, the patient's GP, other health professionals, within and without the palliative care services and participate in clinical meetings.
8. Be responsible for death verification, certification and associated administrative and legal duties.
9. Support the development and implementation of integrated palliative care systems throughout all healthcare settings.

### **Education**

10. Undertake own personal and professional development in discussion with Medical Director.
11. Be a positive role model and contribute to the training and support of those on undergraduate or postgraduate placement from all professions and disciplines.
12. Contribute to the multi-professional undergraduate and postgraduate education programme.
13. Participate in the facilitation of teaching and learning.
14. Share knowledge and skills with others to assist in their professional development.
15. Develop skills in all areas of bedside & clinical as well as interactive small group teaching.
16. Support other members of the team in teaching and developing education skills.
17. Participate in the teaching peer review process.
18. Undertake educator training according to role

### **Governance**

19. Follow all clinical and corporate, policies and procedures.
20. Undertake to keep full, contemporaneous, electronic (and occasionally written) clinical records and ensure effective, accurate, clinical correspondence.
21. Undertake clinical and educational audit in conjunction with audit programme.
22. Present at audit meetings and create and deliver appropriate action plans and interventions following this.
23. Be involved in the research programme.

### **Development**

24. Ensure that you keep up to date with current, general and specialty, knowledge and skills.
25. Ensure relevant personal and professional development including recognised qualifications in palliative medicine, advanced communication skills and teaching according to role.
26. Undertake in service and mandatory training as required.
27. Engage in, and be prepared to lead, developmental activities such as journal club.
28. Keep up to date with current journals and literature.
29. Assist in identifying areas for research and audit.
30. Contribute to the specialist palliative care research & audit programme.

### **Professional**

31. Engage fully in performance review and annual appraisal with the Medical Director.
32. Prepare for and undertake revalidation as required.
33. Maintain full registration with the General Medical Council.
34. Maintain fully subscribed membership of a recognised medical defence organisation.
35. Ensure attendance at statutory and mandatory training.

### **Other**

36. Comply with all hospice policies and procedures including Health and Safety and Data Protection.
37. Maintain confidentiality at all times and comply with data protection and information governance requirements.
38. Contribute to the wider corporate and organisational needs of Queenscourt and the wider integrated specialist palliative care service.
39. Sign cremation documents, medical reports etc, relating to patients of Queenscourt in the name of Queenscourt Hospice, to allow remuneration to, in some measure, offset the cost of medical cover.
40. Recognise and respect the tremendous personal contribution of all staff and volunteers to the overall atmosphere and standards of Queenscourt.
41. Contribute a patient & family centred, solution focused, positive attitude at all times.
42. Contribute to occasional social provision for patients, supporting outings, parties and similar activities, which enhance the overall atmosphere.
43. Within this role, there will be a requirement for social contact with patients and/ or patient families

**Person Specification - Palliative Care Doctor/Medical Officer**

<b>Attributes Required (based on job requirements)</b>	<b>Essential</b>	<b>Desirable</b>	<b>How tested</b>
<b><u>Qualifications</u></b>	MB ChB or equivalent. Full GMC registration. Revalidation / License to Practice.	Relevant postgraduate qualification (e.g., MRCGP, MRCP) Palliative Medicine qualification. Teaching qualification.	Application form Certificates Validation
<b><u>Experience</u></b>	At least 4 years postgraduate experience (minimum of 2 years post F2).	Completion of care medical training, or equivalent. Experience in primary care. Experience of multi-professional working. Experience of varied teaching situations. Experience in palliative medicine or end of life care	Application form Interview References
<b><u>Skills &amp; knowledge</u></b>	Ability to undertake thorough holistic assessment of patients and families. Ability to undertake clinical care of patients with support where necessary. Awareness of own limitations. Excellent verbal communication skills. Excellent and clear documentation skills. Excellent clinical skills. Excellent inter-personal skills. Demonstrates attention to detail. Evidence of continuing professional development Understanding of hospice and palliative care philosophy Understanding and experience of clinical governance Good IT skills. Good organisational skills	Recent procedural skills. Advanced Communication Skills (3day national course) Teaching skills.	Application form Interview References
<b><u>Personal Qualities</u></b>	Recognition that team working is more important than autonomy whilst capable of autonomous practice. Flexible attitude. Ability to prioritise workload and manage priorities. Clear patient/family focus. Enthusiastic & hardworking. Keen & willing to learn. Reflective. Enthusiastic teacher. Effectively handles emotionally charged situations. Demonstrates diplomacy and tact. Demonstrates ability to use learning opportunities. Able to cope with own stress and emotions appropriately. Commitment to continuing personal development.		Interview References

**Disclosure & Barring Service (DBS)**

This post is subject to an enhanced DBS check with Adults Barring List.