



Job Description

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| Job title: | GP Fellowship |
| Accountable to: | One Health Lewisham LTD |
| Reports to: | Medical Director |
| Hours: | 2- 8 clinical sessions 1-2 portfolio leadership session |
| Salary: | £9,500-10,000 per session (including pension) depending on experience |

In order to apply please send a CV and cover letter to retention@onehealthlewisham.co.uk

Closing date for applications: **Monday 21st January 2019, by 17:00**

For informal discussions, please contact retention@onehealthlewisham.co.uk

Interview date: *provisionally* Wednesday 6th February 2019

Job Summary

One Health Lewisham (OHL) is a GP Federation established in 2017 that has grown out of four neighbourhood GP federations in the North, Centre, South East and South West of the South London Borough of Lewisham. OHL works to develop pan Lewisham ways of working, reduce variation, improve quality and support GP Practices. Services provided by OHL include a care home service, a community diabetes service, population health scheme, a GP extended access service, and IT and innovation development of a triage app.

One Health Lewisham is a federation of 38 GP practices, stretching from Blackheath to Bellingham, serving a population of 310,000 people. Lewisham's population is relatively young, with one in four residents aged under 19 years. The population aged 60 years and over represents one in eight people in the borough. This contrasts with England as a whole, where one in four-five people is over 60. Lewisham is the 31st most



deprived Local Authority area in England. Relative to the rest of the country Lewisham's deprivation is increasing.

To find out more about OHL go to <https://onehealthlewisham.co.uk> **Background to the role**

The NHS Five Year Forward View gave a target of 250 GP Fellowships by 2020. One Health Lewisham (OHL) have secured funding from South East London Sustainability & Transformation Plan (SEL STP) to support our local workforce initiatives to promote new ways of working and aid GP and workforce retention in primary care in Lewisham. Our aim is to recruit six GP fellowships across the borough and with this in mind, we have worked with local practices to design an employment package to attract GPs with a range of needs for flexible working (portfolio GPs, newly qualified GPs or first fives, parents, later career GPs) with protected time for a practitioner support group and CPD. The roles will provide flexible, clinical working across practices, the OHL GP Extended Access Service and local leadership and teaching roles.

Fellowships are based on a model where primary employment is within a general practice setting (OHL will hold your contract of employment), with additional sessions where the GP will provide service delivery in the community/NHS Trust setting, plus time for personal and professional development.

Employment will initially be on a fixed term basis of one year with the intention of possible future permanent employment by the practices. Models will vary depending on your requirements (e.g. full time or part time employment) but an employment offer will contain:

- 2-8 sessions in general practice see roles and responsibilities section]
- A fellowship component which will comprise of one-two session in one of the following areas:
 - HIV GP champion
 - Teaching undergraduate medical students in primary care
 - Community Development lead
 - Quality improvement lead



- Leadership and strategic development
 - 2 hours every 2 weeks' practitioner group
 - Leadership training one evening a month

Specific details on which Lewisham practices and portfolio opportunity the GP fellow would work in will be finalised during the recruitment process.

We would welcome applicants who are already employed in a Lewisham practice to apply, if interested, in the above portfolio roles and package of support.

We are aware that GPs may have concerns about working in isolation, work load and the additional responsibilities independent practitioners often face and may not want to work as a full time clinical GP. The GP fellowship provides opportunities for development of a portfolio career with a support network to develop their leadership and other portfolio skills, whilst having exposure to work in one or more GP practices.

The fellowship will:

- 1) Provide mentorship and support from experienced GPs locally.
- 2) Enable the team to work together to support each other and has fortnightly development meetings that the Fellow will attend.
- 3) Provide variety and a more flexible working week
- 4) Provide CPD sessions which are responsive to local needs and requirements in order to keep the sessions fresh, challenging and interesting and liaising with local hospital and VTS

This post provides the elements of a portfolio career that will enable the successful applicant to embed the learning from their training and gain the support outlined. They will be able to develop additional skills, for example in project management, change management and leadership skills development.

The role of OHL GP Fellowship

(see Appendix 2 for full information of duties and responsibilities)

The GP will provide GP health service provision (as per appendix 2) only during their work at the practice. This does not include management, research, practice development within the remit of this fellowship.

They will be required to take the lead on a specific area helping to develop primary care services to meet the needs of Lewisham's practice population and will be required to attend regular CPD/Educational events and practitioner meetings to support their learning and development.

Key Relationships

OHL Executive Team, OHL Board, OHL Head of Operations and Central Admin function, OHL Clinical Leads, GP Practices, GP Extended Access Service Staff, Practice Managers, (clinical area) service leads, CCG, and other key stakeholders as identified by the OHL medical director

Hours

A GP practice session = 4 hours 10 minutes

A GPEA session = 5 hours

A portfolio development session = 4 hours 10 minutes

2 hours every 2 weeks' practitioner group

Appendix 1

PERSON SPECIFICATION – OHL GP Fellowship

| Category | Essential | Desirable | Assessment |
|-------------------|---|--|-----------------------|
| Education | <ul style="list-style-type: none"> Registered with the GMC listed on the GMC GP Register with evidence of revalidation Accepted Medical Degree Appropriate Medical indemnity cover with either MDU/MPS MDDUS Safeguarding level 3 <ul style="list-style-type: none"> Registered on the National Medical Performers list | <ul style="list-style-type: none"> Evidence of continuing education Additional diploma or further education in the field relevant to the specific post | Application |
| Experience | <ul style="list-style-type: none"> Completed GP Vocational Training Scheme Awareness of NHS provision and legislation/understanding of Primary Care and NHS development (e.g. five year forward view) | <ul style="list-style-type: none"> Working in UK General Practice Environment. Commitment to local area. Evidence of managing projects Proven interest of development of Primary Care Leadership, education or academic experience Proven interest in the chosen fellowship path Quality improvement project experience Evidence of experience or training in a specialist interest area | Application/interview |
| Attitudes | <ul style="list-style-type: none"> To have innovated ideas and develop into reality Resilient and pro-active attitude. Self-motivated and able to motivate others Credibility with clinicians and managers Ability to build trust, respect and co-operation quickly Professional courage, integrity and diplomacy Self-awareness | | Interview |

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| | <ul style="list-style-type: none"> • Commit to empower and develop staff to optimise individual and team potential • Ability to work independently as well as part of a team • Enthusiastic and self-motivated | | |
| <p>Skills and Abilities</p> | <ul style="list-style-type: none"> • Able to work both individually and as part of a team • Organising and prioritising own work • Clinical skills required to manage acute presentations and chronic disease within primary care • Able to analyse complex facts and situations using a high level of sensitivity and judgement to determine and implement an appropriate course of action • Good communication skills with a high level of fluency in spoken and written English • Ability to listen to the needs of others/active listening • Effective delegating skills. • Working knowledge of GP clinical systems. • Excellent verbal and Written communication skills • Moderate competence level in use of IT • Highly motivated. • Able to demonstrate innovation and flexibility • Able to persuade and negotiate. • Participation in scheme of extended opening times. • Commitment to High Standards. • Ability to complete days' work on time as well as associated administration • Must be able to work to deadlines and maintain standards | <ul style="list-style-type: none"> • Awareness of Equality and Diversity principles • Understanding of confidentiality and GDPR • Knowledge of area • Confident computer user including office applications and email • Demonstrable leadership in specialist area of practice/project • Development of protocols/guidelines • Track record of public speaking of presentations or publications | <p>Application / interview</p> |

APPENDIX 2

Role of GP in practice

- Provide a full range of medical services as defined in the core PMS contract, additional and enhanced services where appropriate.
- Provide other personal medical services to meet identified patients need.
- Make professional, autonomous decisions in relation to presenting problems whether self-referred, or referred from other healthcare works within the organisation.
- Assess the healthcare needs of patients with undifferentiated and undiagnosed problems.
- Screen patients for disease risk factors and early signs of illness.
- Develop care plans for health in consultation with patients and in line with current practice; disease management protocols, provide counselling and health education.
- Work within current CCG policy for prescribing.
- Be available and accessible to patients at all times as agreed.
- Maximise the effective use of current clinical computer systems. Record clear and contemporaneous consultation notes to an agreed standard.
- Compile and issue computer generated acute and repeat prescriptions (avoiding hand written prescriptions whenever possible).
- Undertake all duties and responsibilities associated with a GP working within primary care. (These duties would include reports/cremation forms. The fees for this work would be retained within the practice budget).
- Attend team meetings and other clinical meetings as necessary
- Provide Free certification in line with Schedule 9 of the GMS regulations (1992)
- Provide short term emergency cover for unplanned absence of colleagues
- Work with the practice team to ensure that immunisation and health inequalities targets as defined within the PMS contract are reached during consultations with patients

Managerial

- Awareness of, and compliance with, all relevant organisation policies and procedures, e.g. prescribing, confidentiality, data protection, health and safety and infection control. Apply these to all aspects of one's own work.
- Committed to life-long learning and audit to ensure evidence-based practice.

Quality

- Adhere to GMC Good Medical practice.
- Maintain accurate and timely medical records
- Adhere to National and local guidelines (e.g. NICE)
- Engage with local quality Frameworks – e.g. QOF and the CCG incentive schemes
- Reflect on personal practice through SEA, NHS appraisal, patient complaints

Confidentiality

- All patients have the right to expect that all practice staff will respect their privacy and act appropriate at all times.
- In the performance of duties, the post-holder may have access to confidential information relating to patients and their carers, practice staff and other healthcare workers. They may also have access to information relating to the practice as business organisations. All such information from any source is to be regarded as strictly confidential.
- Information relating to patients, carers, colleagues, other healthcare workers or the business of the practice may be divulged to authorised persons in accordance with the organisations policies and procedures relating to confidentiality and the protection of personal and sensitive data.

Communication

- The post-holder must recognise the importance of effective communication within the team and will strive to communicate effectively with other team members, patients, carers and recognise people's needs to alternative methods of communication and respond accordingly.

Equality and Diversity

The fellow will uphold their equality and diversity commitments and statutory obligations under current equality legislation including the Disability Discrimination Act 2005, the Equality Act 2006 and the Race Relations (Amendment) Act 2000 and:

- Act in ways that support equality and diversity and recognises the importance of people's rights in accordance with legislation, policies, procedures and good practice.
- Value people as individuals and treating everyone with dignity and respect, consideration and without prejudice, respecting diversity and recognising peoples expressed beliefs, preferences and choices in working with others and delivering appropriate services.
- Recognise and report behaviour that undermines equality under company policy.
- Be consciously aware of own behaviour and encourage the same levels of behaviour in colleagues.
- Acknowledge others' different perspectives and recognise the diverse needs and experiences of everyone they come into contact with.
- With the support of managers develop an equality and diversity objective through the personal development review process

Health and Safety

The Fellow has a duty to take reasonable care to avoid injury to themselves or to others and to co-operate with the company in meeting its statutory requirements, by:

- Assisting in promoting and maintaining their own and others health, safety and security as defined in the organisations Health & Safety Policy.
- Use of personal security systems within the workplace according to practice guidelines.
- Identifying the risks involved in work activities and undertaken such activities in a way that manages those risks.
- as far as is reasonably practicable, you minimising the risk of infection to themselves and others and in doing so must:
 - be familiar with and adhere to, the organisations policies and guidance on infection prevention and control
 - attend statutory education programmes in infection, prevention and control.
- Include infection prevention and control as an integral part of your continuous personal and professional development.

- Take responsibility, so far as is reasonably practicable, in helping ensure that effective prevention and control of healthcare acquired infections is embedded into everyday practice and applied consistently by themselves and their colleagues.
- Report potential risks identified.

Personal and Professional Development

- Maintain continued education through attendance at courses and/or study days as necessary and as identified within clinical and organisation appraisals (Personal Development Plan).
- Educational support and supervision will be provided by GPs working within the practice and additional support will be identified during the post as required
- Ensure appropriate professional registration and licensing are met through continued professional development.
- Participate in all training programmes implemented by the practice/organisation as part of this employment.
This training would include:
 - Participation in the NHS Appraisal programme
 - Take responsibilities for own development, learning and performance.
 - Demonstrate skills and activities to others who are undertaking similar work.
 - Active involvement in the Annual NHS Appraisal process
 - Active involvement in the GMC Revalidation and Licensing procedures
 - The Fellow will attend 20 out of the 24 practitioners' groups over the 12-month contract