

**SALARIED GENERAL PRACTITIONERS**

***GLENROTHES HOSPITAL, NORTH GLEN MEDICAL PRACTICE, CAMERON HOSPITAL &   
DRS MCLAREN & PARTNERS, LEVEN HEALTH CENTRE (Hybrid Appointments)***

**January 2017**

CONSULTANT IN  
PAEDIATRIC INTENSIVE  
CARE

ROYAL HOSPITAL FOR  
SICK CHILDREN

INFORMATION PACK

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**INFORMATION FOR CANDIDATES**

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**WELCOME FROM THE ASSOCIATE MEDICAL DIRECTOR**

Thank you for your interest in these posts, which are an excellent opportunity for GPs who are looking for a portfolio career, or who wish to have the best of both worlds, which will be the opportunity to work in a busy, well run General Practice in the thriving new town of Glenrothes or the sea side town of Leven and contribute to the care of patients within the local Community Hospital and our Hospital at Home service.

These posts will help deliver and develop sustainable services to meet the needs of the changing demographics and health needs of our population.

There will be the opportunity for further education within NHS Fife’s well established, recognised programme which includes all services in Fife. The postholders will also be able to contribute to teaching and developing the education of undergraduates aligned to the prestigious St Andrews University. The GP Practices are also registered to train medical students.

Additional Out of Hours sessions (with appropriate remuneration) can be offered working within the Fife Primary Care Emergency Service.

There is also the ability to develop any areas of special interest.

Fife is a great place to live and work, with fantastic cultural and leisure facilities on your doorstep, with good transport links and affordable housing.

We would be delighted to hear from you should you have any questions about the posts or if you would like to arrange a visit.

**DR SEONAID MCCALLUM**

Associate Medical Director, Fife Health & Social Care Partnership

Contact Details: Telephone 01592 643355, ext. 28877

Mobile: 07786 703141

E-mail: [seonaid.mcccallum@nhs.net](mailto:seonaid.mcccallum@nhs.net)

**SUMMARY INFORMATION**

**Posts 1 & 2:** Salaried General Practitioner, North Glen Medical Practice & Glenrothes Hospital

**Posts 3 & 4**: Salaried General Practitioner, Dr McLaren & Partners, Leven Health Centre and Cameron / Randolph Wemyss Memorial Hospitals

**Bases:** Main Bases: Adamson Hospital, Cupar / Cameron Hospital & Leven Health Centre / Glenrothes Hospital & North Glen Medical Practice, Glenrothes

We wish to appoint up to four full or part time Salaried General Practitioner(s) who will work on a hybrid basis, either within a busy General Practice in the North of the new town of Glenrothes and the community hospital and / or Hospital at Home setting or within a General Practice whiten the seaside town of Leven and the community hospital and / or Hospital at Home setting. The split will be two days in days General Practice; two and a half days within the Community Hospital / Hospital at Home (H@H) and one supporting professional activities session.

You will have full GMC registration, with a licence to practice and on the GMC Register as a qualified GP. Those from other medical backgrounds will be provided adequate training if otherwise deemed suitable for this post. The start date is flexible for the right candidate(s). The ability to travel throughout Fife is essential.

You will have an enthusiastic and positive attitude towards your own professional development and the ability to work independently, as well as part of a team. Your timetable will be agreed with your Clinical Director and the Senior Partner / Practice Manager. It is planned that the days in each specialty will be fixed, but a degree of flexibility may be required depending on circumstances. There will be access to a well-established local post graduate teaching programme which includes all services in Fife. You will receive regular structured supervision and be fully supported in the appraisal and revalidation process.

**Posts 1 & 2**

North Glen Medical Practice is based in purpose built premises, close to a local pharmacy and dental practice and conveniently situated approximately half a mile from Glenrothes Hospital. The current list size is 8,830 patients registered from the Glenrothes community and the Practice is paper light and uses EMIS PCS and Docman.

There are currently 6 GP partners and 1 salaried GP providing a total of 43 clinical sessions per week. The practice is registered to train medical students.

The Practice team consists of 1 Practice Manager, 1 Office Manager, 4 Nurse Practitioner / Triage Nurses, 2 Health Care Assistant, 1 Phlebotomist, 1 IT Co-ordinator, 1 Medical Secretary, and   
9 Receptionists.

When the surgery is closed, the Practice out-of-hours service is provided by NHS 24 collaborative.

The Practice attached staff consists of Health Visitors, District Nurses and Midwives. The Practice also provides in-house dermatology and acupuncture services and has a counselling service.

There are a number of elderly persons homes covered by the practice and demographics indicate around 25% of our population are aged 65 or over. Many of these either live alone in their own homes or in one of the many residential homes the practice also provides services for.

The GP vacancies are available due to retirement and the Practice is looking for GPs who will play an active role within the practice to maintain our values and help develop patient services for the future. The Practice is committed to providing high quality health care with a wide range of services tailored to meet the needs of our patients. These posts offer an excellent opportunity to have a “portfolio” post.

The Practice has also recently recruited a Salaried GP and GP Partner who both have positive experiences at North Glen and are willing to share the positive process with any future applicant.

“*I think the practice is well managed & the nursing team are excellent. I think the secretarial/admin support is fantastic & I think this makes a huge difference to working as a GP”*. Dr Hall joined the practice in January 2016.

The Community based Elderly and Rehabilitation Services part of the post is based within Glenrothes Hospital and / or Adamson Hospital, Cupar, for Hospital at Home.

Ward 1 – 18 beds (14 GP beds and 4 young disabled beds)

Ward 2 – 21 beds (Rehabilitation and frail elderly)

Ward 3 – 20 beds (Rehabilitation and frail elderly)

Glenrothes Hospital was officially opened in October 1981. The hospital has over 80 nursing staff and provides a wide range of services, including; speech and language therapy, occupational therapy, physiotherapy, dietetics, district nurses, health visitors, podiatry, hospital pharmacy and   
x-ray services. There is no Accident & Emergency or Minor Injuries service within this hospital.

Day Hospital services are delivered from Glenrothes Hospital to support individual patients with on-going rehabilitation or medical needs. The function being to support them at home, facilitate early discharge from hospital and prevent hospital admission.

A range of Out-patient Clinics are provided within Glenrothes Hospital. These clinics are run by visiting clinicians and do not require the support of the hospital teams.

Medical cover is provided by Consultants and the Hospital Doctor and Out of Hours Medical cover is provided by Fife Primary Care Emergency Service.

Informal enquiries and to arrange a visit for **Posts 1 & 2**, please contact Dr John Kennedy, Clinical Director, East Division on 01592 740190 / e-mail john.kennedy4@nhs.net, or Christian Aitken, Practice Manager, North Glen Medical Practice, on 01592 620062, mobile 07767860592 / e-mail [christianaitken@nhs.net](mailto:christianaitken@nhs.net) You could also view: [www.northglenmedicalpractice.co.uk](http://www.northglenmedicalpractice.co.uk)

**Posts 3 & 4**

Dr McLaren & Partners is a friendly GP practice in the seaside town of Leven, Fife, which is 20 minutes from St Andrews, the Home of Golf, and a one hour commute from Edinburgh. The Practice has a branch surgery operating 4 days a week, (mornings only) from Lundin Links in the East Neuk of Fife.  The Practice serves the local community which is Leven, Methil, Buckhaven, Kennoway, Lundin Links, Lower Largo, Upper Largo, Colinsburgh and Largoward.

The practice current list size is 8,500 patients. This is a 4 GP Partnership who work a mixture of part-time and full-time.  The Practice also employs a Salaried GP for 4 sessions per week and 2 long term locums, one working 8 sessions per week and one working 4 sessions per week.

The Practice Team consists of a 2 Advanced Nurse Practitioners providing 13 sessions per week for triage, minor illnesses, 1 Practice Nurse working 4 sessions dealing with complex patient conditions with regards to chronic disease management, , 3 Primary Care Nurses providing cover for our Chronic Disease Management Clinics and Treatment Room.

The District Nursing and Health Visiting teams are based in the Health Centre. There is a Practice Pharmacist who works 3 sessions and a Pharmacy Technician working 4 sessions. A Community Midwife visits the surgery one afternoon per week to provide ante-natal care. There are 2 Health Care Assistants in the Practice who provide phlebotomy and blood pressure appointments.

The Practice administration staff consists of a Practice Manager, 3 Secretaries, and 8 Receptionists / Administration staff.

This is a Training Practice taking 4th year medical students from Aberdeen University for 4 weeks GP placement and 2nd year medical students from St Andrews University.

Approximately 25% of the patient population are over 65. The Practice currently provides care for residents in 8 local nursing / care homes.

These vacancies are available due to relocation of 2 of our GPs. We are looking for GPs who will integrate into a well established but evolving team and are looking to provide high quality health care to our patients.

Cameron Hospital has 62 Elderly Rehabilitation beds including Stroke and 12 beds for under 65s rehabilitation. Medical cover is provided by Consultants and the Hospital Doctor and Out of Hours Medical cover is provided by Fife Primary Care Emergency Service.

Informal enquiries and to arrange a visit for **Posts 3 & 4,** please contact Dr John Kennedy, Clinical Director, East Division on 01592 740190 / e-mail john.kennedy4@nhs.net, or the Practice is happy to welcome enquiries from prospective applicants via email ([Fife-UHB.F21257LevenMcLaren@nhs.net](mailto:Fife-UHB.F21257LevenMcLaren@nhs.net)), or telephone the Management Team on 01333 432588 ext 221.

If you would like to develop a clinic in an area of special interest within any of these posts, this can also be discussed. In addition to working closely with the medical team there is an active group of non-medical prescribing nurses and Advanced Nurse Practitioners within the service. You will be expected to actively participate in the multi-disciplinary team meetings held on a regular basis.

NHS Fife and Fife Council have committed to developing an Integrated Community Assessment and Support Service (ICASS) across the region with three Hospital at Home teams operating within the Board area. ICASS consists of a virtual ward / Hospital at Home team sitting alongside intermediate care, with plans to further integrate re-ablement / home care.

The Fife Hospital at Home (H@H) service is an innovative Consultant led service providing assessment and treatment, traditionally associated with general medical wards into the homes of our frailer patients. There are three sites across Fife, but you would work principally in the Glenrothes and North East Fife site based in the Adamson Community Hospital in Cupar. Patients are a mix of step-down from the Victoria Hospital and direct GP referral. The site manages up to 22 patients and has an experienced team of nurses and advanced nurse practitioners who clerk the patients, and deliver the treatment in agreement with the medical practitioner. The role of the doctor within H@H is to undertake a virtual ward round to review and develop management plans as well as reviewing new referrals in their home. Several thousand Fife patients have now been managed successfully through this service and feedback has generally been excellent.

Hospital at Home provides a service 7 days a week, from 8.00 am to 10.00 pm. H@H accepts referrals from both GPs and the Victoria Hospital, Monday to Friday from 8.00 am to 6.00 pm and step-down referrals from 8.00 am until 10.00 pm 7 days a week.

NHS Fife has very strong links with the University of St Andrew and you will be encouraged and supported to get involved in teaching, clinical audit and / or research.

# HOW TO APPLY

Application forms can be downloaded on Scotland’s Health on Web (SHOW) or can be emailed to prospective candidates when a job pack is requested.  Please note that NHS Fife no longer accepts CVs as part of the recruitment process.

Completed application forms should be sent to the address below or emailed to Laura Grant ([lauragrant1@nhs.net](mailto:lauragrant1@nhs.net)):

Human Resources Directorate

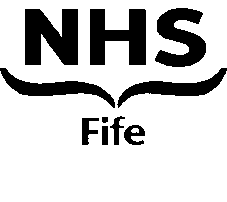
Hayfield House

Hayfield Road

KIRKCALDY

Fife

KY2 5AH

**JOB DESCRIPTION**

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| JOB IDENTIFICATION |
| Job Title: Salaried GP / Medical Practitioner Community based Elderly Services & Rehabilitation  Responsible to: Hospital Services Manager / Senior Partner  Line Manager: Hospital Services Manager / Senior Partner  Department(s): Community Hospitals / Hospital at Home / North Glen Medical Practice  Operating Division: East Division  No of Job Holders: 5  Last Update (insert date): March 2017 |

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| 2. JOB PURPOSE |
| * The post holders will work partly as part of a team with other Speciality Doctors and General Practitioners within community based Elderly Medicine facilities and nursing homes within the Division. The other part of the post will be as a Salaried GP within North Glen Medical Practice or with Dr McLaren & Partners at Leven Health Centre. * Supervision will be from the Consultant Physicians in Elderly Medicine (VHK) for hospital based work, or from the Senior Partner for GP duties. * The post holders will provide medical input to Community services and to the practice population of North Glen Medical Practice, Glenrothes or Dr McLaren & Partners at Leven Health Centre. . * The Community Hospital Inpatient unit is mainly within Glenrothes and Cameron Hospitals, although cover may occasionally be required at Randolph Wemyss Memorial Hospital. The Hospital at Home Service, which is Consultant led, is based at Adamson Hospital Cupar, although patients may be seen at home throughout Glenrothes and North East Fife. * It is envisaged that although the North Glen Practice or Dr McLaren & Partners at Leven Health Centre input would be fixed sessions, there would be rotation between the community hospital and Hospital at Home duties, which will help further develop the integrated care skills of the post holder/s. * The post holders will be an integral member of the teams providing and developing Elderly Care and rehabilitation services within the Division and working in partnership with Fife Council. * These positions do not involve on call or out of hours work in the first instance, but this may be required in future. * The post holders will be required to provide cross cover across the Division during periods of leave and to support service delivery. |
| **3. DIMENSIONS & ROLE** |
| The role of East Division is to provide improved access to Primary Care Services and develop systematic approaches for long term conditions, supporting people at home, preventing hospital admissions and local diagnosis and treatment. Divisions should also enable discharge and rehabilitation processes and improve the specific health outcome of people living in the area. The emphasis for the Division will be on integrated working within NHS Fife and partner agencies, as well as independent GP Contractors.  The Elderly Medicine Department at Victoria Hospital is integrated with acute medicine within the Emergency Care Directorate, patients admitted to the medical high dependency unit / acute medical unit and assessment units or rehabilitation area depending on clinical need rather than age.  Fife Hospitals serve a population of approximately 360,000. Fife has a network of established Community Hospitals that are actively developing to meet current demands in relation to the NHS Fife strategy, including rebalancing care and Community Resource Centre model, working in partnership with Fife Council and other agencies.  **East Division**   * Adamson Hospital, Cupar, re-opened following refurbishment in February 2012, with 23 beds consisting of 4 Palliative case, and 14 GP / Community / Rehabilitation beds. A Minor injury unit is available between 8.00 am and 6.00 pm. * Glenrothes Hospital has a total of 59 beds, consisting of 41 Care of the Elderly beds, 12 GP and 6 Low Awareness beds for <65s. There is a medical day hospital. * St Andrews Community Hospital was a purpose built facility which opened in 2009 and has a total of 40 beds incorporating community beds, and specialist palliative care beds. A minor injury unit is available between 8.00 am and 6.00 pm. * Cameron Hospital has 62 Elderly Rehabilitation beds including Stroke and 12 beds for under 65s rehabilitation. * Randolph Wemyss Memorial Hospital (RWMH) has a 15 place community rehabilitation unit and 16 NHS continuing care beds.   Since December 2011, District General Hospital Services have been provided at Victoria Hospital, Kirkcaldy (VHK), which has been expanded with the development of a new wing. Queen Margaret Hospital, Dunfermline, (QMH), will now provide mainly ambulatory care. The nearest teaching hospitals providing regional services are in Edinburgh (Western General Hospital and Royal Infirmary) and Dundee (Ninewells Hospital). Good road and rail links exist to all other areas in Scotland with Edinburgh Airport easy access to Fife. |

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| **4. JOB DESCRIPTION** |
| Specialty Doctor  Consultant Geriatricians  Clinical Director  Hospital Services Manager   * Local Services * Community Based Elderly Services * Community Hospitals   Operational Division  Directorate of Medicine  Incorporating Medicine for Elderly |

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| 5. KEY RESULT AREAS |
| * To provide admission, assessment and day to day clinical management of patients admitted to community based elderly services. * To ensure regular and active communication with the team, patients and carers. * To ensure that record keeping is maintained in accordance with local policies and standards. * To liaise with other services and hospitals as required. * To provide immediate discharge documentation in order to facilitate discharge planning. * To ensure medical skills are kept up to date. * To undertake agreed Supporting Professional Activities, participate in appraisal and revalidation in line with national and NHS Fife policies. * To maintain and develop close contact with General Practitioners and professionals from other agencies. * To undertake audit activity in line with speciality. * To provide cross cover for medical colleagues within the Division during periods of leave and to support service delivery.   **Qualification / Experience Required for the Post**   * Full registration with the General Medical Council and a licence to practice. * To have completed at least 5 years full time post-graduate training, (or its equivalent gained on a part-time or flexible basis), at least 2 of which will be in the speciality training programme in a relevant speciality, or as a fixed term speciality trainee in a relevant speciality or have the equivalent experience of competencies. * MRCGP. * Ability to provide and promote high quality assessment and treatment of Elderly patients within the community setting. * English language competency and communication skills necessary to perform this role safely and effectively. * Ability to travel throughout Fife. * Flexibility to meet the demands of a new and developing service. * Job Plan to be agreed with the post holders in relation to the needs of the service and the individual.   Terms and Conditions in accordance with nationally agreed terms and conditions of service for Medical & Dental Staff and the General Whitley Council Terms and Conditions, as amended from time to time. |

**NORTH GLEN MEDICAL PRACTICE**

JOB SPECIFICATION

**Job Title:** General Practitioner (Salaried / Partner)

**Reports To:** The Partners (Clinically)

The Practice Manager (Administratively)

**Hours:** Full-Time or Part-Time Available

**Job Summary:**

The postholder will manage a caseload and deal with a wide range of health needs in a primary care setting, ensuring the highest standards of care for all registered and temporary patients.

**Clinical Responsibilities:**

* In accordance with the Practice timetable, as agreed, the postholder will make him/her-self available to undertake a variety of duties including surgery consultations, telephone consultations and queries, visiting patients at home, checking and signing repeat prescriptions and dealing with queries, paperwork and correspondence in a timely fashion.
* Making professional, autonomous decisions in relation to presenting problems, whether self-referred or referred from other health care workers within the organisation.
* Assessing the health care needs of patients with undifferentiated and undiagnosed problems
* Screening patients for disease risk factors and early signs of illness.
* In consultation with patients and in line with current Practice disease management protocols, developing care plans for health.
* Providing counselling and health education.
* Admitting or discharging patients to and from the caseload and referring to other care providers as appropriate.
* Recording clear and contemporaneous consultation notes to agreed standards.
* Collecting data for audit purposes.
* Compiling and issuing computer-generated acute and repeat prescriptions (avoiding hand-written prescriptions whenever possible).
* Prescribing in accordance with the Practice prescribing formulary (or generically) whenever this is clinically appropriate.
* In general the postholder will be expected to undertake all the normal duties and responsibilities associated with a GP working within primary care.

**Other Responsibilities within the Organisation:**

* Awareness of and compliance with all relevant Practice policies/guidelines, e.g. prescribing, confidentiality, data protection, health and safety.
* A commitment to life-long learning and audit to ensure evidence-based best practice.
* Contributing to evaluation/audit and clinical standard setting within the organisation.
* Contributing to the development of computer-based patient records.
* Contributing to the summarising of patient records and Read-Coding patient data.
* Attending training and events organised by the Practice or other agencies, where appropriate.

**Confidentiality:**

* In the course of seeking treatment, patients entrust us with, or allow us to gather, sensitive information in relation to their health and other matters. They do so in confidence and have the right to expect that staff will respect their privacy and act appropriately.
* In the performance of the duties outlined in this Job Description, the postholder 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 a business organisation.  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 only be divulged to authorised persons in accordance with the Practice policies and procedures relating to confidentiality and the protection of personal and sensitive data.

**Health & Safety:**

The postholder will assist in promoting and maintaining their own and others’ health, safety and security as defined in the Practice Health & Safety Policy, to include:

* Using personal security systems within the workplace according to Practice guidelines.
* Identifying the risks involved in work activities and undertaking such activities in a way that manages those risks.
* Making effective use of training to update knowledge and skills.
* Using appropriate infection control procedures, maintaining work areas in a tidy and safe way and free from hazards.
* Reporting potential risks identified.

**Equality and Diversity:**

The postholder will support the equality, diversity and rights of patients, carers and colleagues, to include:

* Acting in a way that recognises the importance of people’s rights, interpreting them in a way that is consistent with Practice procedures and policies, and current legislation.
* Respecting the privacy, dignity, needs and beliefs of patients, carers and colleagues.
* Behaving in a manner which is welcoming to and of the individual, is non-judgmental and respects their circumstances, feelings priorities and rights.

**Personal / Professional Development:**

In addition to maintaining continued education through attendance at any courses and/or study days necessary to ensure that professional development requirements for PREP are met, the post holder will participate in any training programme implemented by the Practice as part of this employment, such training to include:

* Participation in an annual individual performance review, including taking responsibility for maintaining a record of own personal and/or professional development.
* Taking responsibility for own development, learning and performance and demonstrating skills and activities to others who are undertaking similar work.

**Quality:**

The postholder will strive to maintain quality within the Practice, and will:

* Alert other team members to issues of quality and risk.
* Assess own performance and take accountability for own actions, either directly or under supervision.
* Contribute to the effectiveness of the team by reflecting on own and team activities and making suggestions on ways to improve and enhance the team’s performance.
* Work effectively with individuals in other agencies to meet patients’ needs.
* Effectively manage own time, workload and resources.

**Communication:**

The postholder should recognise the importance of effective communication within the team and will strive to:

* Communicate effectively with other team members.
* Communicate effectively with patients and carers.
* Recognise people’s needs for alternative methods of communication and respond accordingly.

**Contribution to the Implementation of Services:**

The postholder will:

* Apply Practice policies, standards and guidance.
* Discuss with other members of the team how the policies, standards and guidelines will affect own work.
* Participate in audit where appropriate.
* Support in out of hours cover as agreed.

**DUTIES AND RESPONSIBILITIES**

The main duties and responsibilities for the post(s) include the following:

**Clinical Duties**

**Job Plan**

The successful candidates’ job plan/s will be negotiated between the post holder(s) and the Clinical Director / Senior Partner annually, outline enclosed on page 12.

### Cover for Salaried GP / Specialty Doctor Colleagues

Annual / Study Leave – You will be required to provide emergency cover for Specialty Doctor / GP colleagues during absence on annual or study leave.

**Teaching**

The post holder(s) may be actively involved in medical student teaching, from nearby universities, during their placements. This primarily includes shadowing clinics and assessing their history taking clinical examination competences, as required.

**Continuing Medical Education**

The Board supports and will require the successful candidate to participate in continuing medical education (CME). You are entitled to 30 days paid study leave within any 3 year period, with expenses for the purposes of CME.

**Research**

The service has very strong links with the University of St Andrews and you will be encouraged and supported to get involved in clinical audit and/or research and student teaching.

Interest in research is welcomed and would be supported by Consultant colleagues. The Department has been involved in recent multi-centre trials.

**Clinical Governance**

NHS Fife is committed to maintaining a high quality of services to patients, with particular regard to patient safety, by continual development of practice in the light of research evidence and by audit based against relevant standards.

**OUTLINE JOB PLAN**

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| **DAY** | **HOSPITAL / LOCATION** | **TYPE OF WORK** |
| **Monday** **09:00 to 11:30**  **12:00 to 13:00**  **13:00 to 14:00**  **14:20 to 16:30** | Dr McLaren & Partners  Leven Health centre | 13 routine appointments  House calls, normally 1-3 max  Lunch / admin  13 Routine appointments  2 Telephone consultations |
| **Tuesday  09.00-11.30**  **12.00-13.00  13.00-14.00**  **14.20 -16.30** | Dr McLaren & Partners  Leven Health centre | 13 routine appointments  House calls, normally 1-3 max  Lunch / admin  13 Routine appointments  2 Telephone consultations |
| **Wednesday** **09:00 to 13:00  13:00 to 14:00  14:00 to 17:00** | Glenrothes & Kirkcaldy | Professional development am  Grand Rounds, VHK or remotely  Student Teaching - St Andrews / (ScotGEM)-delivered from Glenrothes - Surgery or Hospital or H@H. |
| **Thursday** **08:00 to 13:00**  **14:00 to 18:00** | Community Hospital / Hospital at Home, G&NEF  (Alongside Consultant) | Community Hospital work or H@H work assessing patients in hospital or in their homes with H@H G&NEF team. |
| **Friday** **09:00 to 13:00 &**  **14:00 to 18:00** | Community Hospital / Hospital at Home G&NEF | Community Hospital work or H@H work, assessing patients in hospital or in their homes with H@H G&NEF team. |

H: Glenrothes Hospital, Glenrothes GP: North Glen Medical Practice

VHK: Victoria Hospital, Kirkcaldy G&NEF: Glenrothes & North East Fife

H@H: Hospital at Home

**PERSON SPECIFICATION**

**Post Title / Grade:** Salaried GP

**Department:** East Division / North Glen Medical Practice

**Date:** January 2017

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|  | **ESSENTIAL** | **DESIRABLE** | **MEASURE** |
| **Experience** | Significant experience in general practice or elderly medicine. | Relevant experience in speciality training programme. | Application.  Interview. |
| **Qualifications /**  **Training** | Full registration with the GMC with a licence to practice.  MRCGP |  | Application.  Interview.  GMC Register |
| **Knowledge** | Willingness to participate in protected learning activities. Use e-health applications, e-mail. |  | Interview.  Application. |
| **Skills** | Written & verbal communication skills necessary to perform role safely. English language competency. |  | Interview.  Application. |
| **Aptitude** | Ability to prioritise workload.  Ability to provide and promote high quality assessment and treatment of Elderly patients within the community setting. |  | Interview.  Application. |
| **Other e.g. Team Player, Be able to travel** | Interest in working within Multi-disciplinary Team.  Flexibility to meet the demands of a new and developing service.  Able to travel throughout Fife. |  | Interview.  Application. |

**KEY:**

1) Does not meet minimum requirements 2) Meets minimum requirements

3) Above average 4) Very good

**ADDITIONAL INFORMATION FOR CANDIDATES**

# Fife Region

The Region of Fife is bounded in the north by the Firth of Tay, in the east by the North Sea and in the south by the Firth of Forth. The Region spans an area of 130,700 hectares and has a population of 360,000. The population served by NHS Fife is currently around 280,000. There is a highly developed agricultural area in east and north-east Fife, and in the west there is an extensive cross-section of highly skilled and scientifically orientated industry. The largest towns are Dunfermline, Kirkcaldy and Glenrothes. The cathedral city of St Andrews is the seat of Scotland’s oldest and the UK’s second oldest university.

Fife is an area of considerable scenic and historical interest. The usual range of sporting facilities are available locally including golf, swimming, fishing, curling, soccer, rugby, cricket, sailing, motor sport and gliding. The Cairngorm Mountains are within easy reach providing access to skiing, mountaineering, orienteering, stalking and salmon fishing. Wide ranges of cultural activities are available in Fife, and in the cultural centres of Edinburgh and Glasgow. The main urban and leisure centres of central Scotland are within easy reach and there are excellent air, rail and motorway links to the rest of the UK. Edinburgh & Glasgow Airports are within easy reach by road.

**Health Care in Fife**

Health care in Fife is provided by an Acute Services Division and a Health & Social Care Partnerships

Acute Services Division – Acute Services for Fife

Health & Social Care Partnership – East, Fife Wide and West Fife Divisions providing Community, Learning Disability and Mental Health Services for Fife

Corporate Services are based at the Board’s Headquarters, Hayfield House, adjacent to Victoria Hospital, Kirkcaldy.

**Fife Council**

www.fifedirect.org.uk

www.medicaljobs.scot.nhs.uk  
[www.nhsfife.org](http://WWW.NHSFIFE.ORG)