

## Job Description

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<b>Role Title:</b>	Orthopaedic Hand and Wrist Fellow
<b>Reports to:</b>	Group Manager
<b>Accountable to:</b>	Clinical Director

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### Our Vision, Mission, Values and Behaviours

At UHCW our vision is to become a national and international leader in healthcare. As such our mission is to: *Care, Achieve and Innovate*. We can achieve our vision and mission by providing and improving quality of care and services, encouraging creativity and embracing research and learning.

Our mission is underpinned by our clear set of values and associated behaviours; *Compassion, Openness, Pride, Partnership, Improve, Learn and Respect*.

As an employee of our Trust you will be accountable for upholding the Trust's values and be responsible for your own attitude and behaviour.

### Job Summary

**Orthopaedic Specialist Training Program equivalent status to UK year 6 trainee, or above.**

The principal clinical supervisors of the Hand and Wrist Fellowship post are Mrs Helen Hedley and Mr Andrew Mahon, Consultant Orthopaedic Hand and Wrist Surgeons. The successful applicant will have the opportunity to work alongside all the orthopaedic hand surgeons and will also have flexibility to gain experience with our plastic hand surgery colleagues.

The fellowship is offered for 6 or 12 months and is primarily based on the UHCW Coventry site but will also include some sessions on the UHCW Rugby Hospital of St Cross site.

The post is intended for a surgeon who has a specialist interest in hand and wrist surgery and will cover a breadth of both elective and traumatic hand and wrist conditions. It is a clinical based fellowship though there will be opportunities for research in conjunction with the Academic Department of Orthopaedics at the University of Warwick.



### Main Duties/ Responsibilities

As part of our commitment to patients and delivery of a world class service for all we have created the UHCW Improvement (UHCWi) System in partnership with the Virginia Mason Institute in Seattle; this involves a structured approach to removing waste and putting the patient first using a lean management system and methodologies. Our culture and ways of working reflect and embed the practices and methodologies of UHCWi. You are expected, where identified, to attend and complete relevant training and development opportunities to support this. This may include Lean for Leaders, Advanced Lean Training, and the Human Factors Programme, amongst others. Full attendance and completion of identified courses is considered essential and a pre requisite for this post.

Duties will include:

- Regular orthopaedic outpatient clinics at UHCW Coventry and Rugby St Cross Hospitals.
- Regular elective and trauma operating sessions with supervision and independently.
- Supervising and initiating the treatment of hand and wrist patients
- Carrying out ward rounds or post operative care as appropriate.
- Participation in clinical audit and research activities within the unit.
- Multidisciplinary teamwork with our experienced Hand Therapy team, Extended Scope Practitioners and Hand Co-ordinator
- Active involvement in the training and supervision of Junior Medical Staff on ward rounds, in theatre and in clinics, including the teaching of medical and nursing students.
- Assessing and managing patients with hand injuries
- Organising the once-monthly Hand MDT and journal club

The outline timetable is below and it will be mutually agreed with the Clinical Supervisor and the Clinical Director according to the training needs and interests of the Fellow:

### Hand and Wrist Fellow Timetable (outline, overhaul of all Consultant and junior Rotas is in the pipeline for late 2018/early 2019)

	AM	PM
MONDAY	THEATRE – DSU - UH – Mahon alternate weeks. Hand trauma clinic alternate weeks	THEATRE – DSU - UH – Mahon alternate weeks Admin/Research
TUESDAY	ELECTIVE CLINIC – UH alternate weeks Research/Admin alternate weeks	Elective Clinic UH
WEDNESDAY	Hand trauma clinic alternating Hand trauma list	Teaching / Professional Development Session – UH 1:4. Backfill trauma lists 3:4
THURSDAY	ELECTIVE THEATRE – Hedley/Jones/Mahon/Langley – Rugby St Cross Some EXTENDED LIST to 1900hrs →	
FRIDAY	THEATRE – DSU – UH – Hedley alternate weeks/ admin alternate weeks	Hand Trauma Clinic

### **Hand Surgery at UHCW:**

The Hand Centre at UHCW is rapidly developing and we aim to have an integrated orthoplastic hand service in the near future.

UHCW currently has 5 substantive consultant orthopaedic hand surgeon posts and 1.5 consultant plastic surgeons. The consultant body have been trained on recognised UK fellowship posts including Birmingham, Oxford and Sheffield.

We have 5 hand consultants who completed ATP Interface Hand Fellowships and 4 consultants who hold the BSSH/University of Manchester Hand Diploma.

Specialist hand trauma surgery lists occur on DSU at the Coventry site daily Monday-Friday. At weekends and out of hours the on-call general orthopaedic team and plastic surgery on-call team manage the initial care of hand and wrist emergencies. Currently there is a separate hand on-call system for Orthopaedics (excluding replants and revascularisation). Patients needing urgent microvascular surgery and soft tissue coverage are managed by the plastic surgery on-call team.

We have developed a regional block lead anaesthetic service for hand and wrist surgery patients and in collaboration with our anaesthetic colleagues we aim to expand the use of this resource.

### **The Department of Trauma and Orthopaedic Surgery**

The Trauma and Orthopaedic Department at UHCW Trust has undergone a rapid recent expansion of staff and service provision, along with enhancement of its role and national profile with the development of Warwick Medical School. There is a thriving programme of clinical effectiveness research. It has rapidly become one of the most exciting places in the UK to practice orthopaedic surgery.

The Trust introduced a new clinical management structure in April 2012 with the Orthopaedic Department becoming its own clinical group. This was amended in 2017 when the T&O and Hospital of St Cross groups combined to create the 'T&O and Hospital of St Cross Clinical Group'. Under the leadership of the Clinical Director, Mr Jonathan Young, the department is responsible for the clinical and financial performance of the Group.



The department provides a wide range of orthopaedic and trauma services with special expertise in the following areas:

- Orthopaedic trauma surgery
- Reconstructive trauma surgery
- Hand surgery
- Joint replacements and revisions
- Rheumatoid surgery
- Spinal surgery
- Shoulder and elbow surgery
- Knee surgery
- Specialist sports injury medicine
- Paediatric orthopaedics
- Arthroscopic surgery
- Hip preservation surgery

**The Group Management Team comprises:**

Clinical Director	Jonathan Young
Group Manager	Juliet Starkey
Modern Matron	Sarah Hartley
Corporate Finance Manager	Pam Kaur
Human Resources Business Partner	Jess Upton

The department has always maintained a cohesive and friendly relationship with the management team, which has enabled shaping of the expansion and development of Orthopaedic services for the needs of the local population. This has included major capital investment for state of the art equipment in all sites. The Orthopaedic Department currently has an annual budget of approximately £20 million.

Consultant monthly department meetings are held to address management and departmental issues and there are also regular clinical governance and QIPS meetings to address specific issues and identify actions to move the service forward.



In 2017/2018 the Orthopaedic/Trauma service overall activity was:

Emergency	2590
Elective	7232
Outpatients including fracture clinic	70626

### Department Consultant Staffing Structure

Mr M Arastu	Trauma Surgery
Mr G S Bhabra	Shoulder and Elbow Surgery
Mrs A Chapman	Foot and Ankle Surgery
Mr S Cooke	Paediatric Orthopaedics
Mr W Dandachli	Hip Preserving Surgery
Mr M David	Hand and Wrist Surgery
Mr V Dhukaram	Foot and Ankle Surgery
Mr S J Drew	Shoulder and Elbow Surgery
Mr P Foguet	Lower Limb Arthroplasty
Prof D Griffin*	Hip Preserving Surgery
Mrs H Hedley	Hand and Wrist Surgery
Mr M Jones	Hand and Wrist Surgery
Prof R King	Trauma and Lower Limb Surgery
Miss C Langley	Hand and Wrist Surgery
Mr T Lawrence	Shoulder and Elbow Surgery
Mr A Metcalfe*	Sports Injury and Knee Surgery
Mr A Mahon	Hand and Wrist surgery
Mr John McArthur	Trauma, Lower Limb Surgery and Pelvic Acetabular Surgery
Mr W F Merriam	Hip and Spinal Surgery
Mr C Modi	Shoulder and Elbow Surgery
Mr S Patil	Trauma, Lower Limb Surgery and Pelvic Acetabular Surgery
Mr G Pattison	Paediatric Orthopaedics
Mr B Ramoutar	Trauma and Soft Tissue Knee Surgery
Mr B Riemer	Trauma and Lower Limb Surgery
Mr K Sarantos	Lower Limb Arthroplasty

Mr F Shah	Soft Tissue Knee Surgery
Mr N Shergill	Spinal Surgery
Mr R Sneath	Spinal Surgery
Mr T Spalding	Sports Injury and Knee Surgery
Mr M Taylor	Sports Injury and Knee Surgery
Mr P Thompson	Sports Injury and Knee Surgery
Miss J Ward	Trauma surgery
Mr R Westerman	Lower Limb Arthroplasty
Mr J Young	Trauma and lower limb reconstruction

\*- academic appointments.

There are 18 Specialist Registrars, 1 Clinical Lecturer, 6 Higher Training Fellows, including one in Trauma, and 14 CT1, CT2 and Foundation Doctors in Trauma and Orthopaedics, together with 14 other grades (including 6 Clinical Research Fellows and 4 post CCST clinical fellows). The Specialist Registrars rotate from the Warwick higher surgical training scheme based at University Hospitals Coventry and Warwickshire which started in July 2006.

There is a full time secretariat (26 WTE), Clerical, Physiotherapy and Occupational Therapy support. Each Consultant has secretarial support and office accommodation

The hand team is supported by 2 registrars and one fellow.



## **Activity and structure of UHCW**

University Hospitals Coventry and Warwickshire is one of the UK's largest teaching Trusts responsible for managing two major hospitals in Coventry and Rugby, which between them serve a population of over a million people. Tertiary referrals are taken from the surrounding hospitals such as George Elliot Hospital in Nuneaton, Warwick Hospital and Birmingham Heart of England NHS Trust. Every year we provide more than 800,000 episodes of care to patients across Coventry, Warwickshire and beyond.

Our Accident and Emergency Department at the UHCW Coventry site provides a 24-hour, seven days a week comprehensive emergency services with senior A&E staff, advanced nurse practitioners, a trauma team and 24/7 CT scanning and interventional radiology. There is a 24-hour dedicated Children's Emergency Department. At the Hospital of St Cross in Rugby the Urgent Care Centre is staffed with trained nurses and provides treatment for patients over the age of 5 with minor injuries and illnesses.

UHCW became one of the 3 Major Trauma Centres in the West Midlands in April 2012. The Warwickshire and Northamptonshire Air Ambulance is based at UHCW. It is a tertiary referral centre for Hand Surgery, Neurosurgery, Cardiothoracic Surgery and Plastic Surgery.

At University Hospital Coventry there are approximately 1000 beds. There are 79 orthopaedic/trauma beds at UH and 42 at St Cross, Rugby. There is an Intensive Care/High Dependency Unit with 30 beds at UHCW and a 5-bedded Elective Care Unit at St Cross.

At UHCW there are 27 operating theatres in all, 22 in the main theatre block, including 3 laminar flow theatres for orthopaedics and 5 in the Day Surgery Unit. At St Cross there are 6 theatres with 4 laminar flow theatres and 2 other theatres.

## **Continuing Professional Development (CPD) and audit**

All members of the department are required to demonstrate active participation in CPD and audit. To aid this, the department has sessions which take place in the Clinical Sciences Building for 3.5 hours of CPD. This session includes both sub-speciality breakout groups and trauma sessions led by both internal and external speakers. These sessions count towards programmed activities and are consequently compulsory.

Monthly QIPS meetings are held and active participation in these sessions is also required. Audit projects are supported by the clinical audit department and each clinical team is expected to produce regular contributions.

There is an active audit programme assisted by the clinical audit department and this is being developed further in line with clinical governance and setting standards for clinical practice. All medical staff are required to participate in audit.



## **Research, Networks and Innovation**

We are involved in national trials and projects such as SWIFFT, SUBMIT, DRAFFT1 and DRAFFT2, the BOA Distal Radius Blue Book committee and the BSSH Hand Diploma Committee.

The department has set up a very strong research base. The research group now consists of 30 clinical academics and research associates. The majority of research is clinically based and centres on clinical outcomes in orthopaedic surgery. Several large grants have recently been awarded totalling in excess of £5M including a number of multicentre national trials in trauma and orthopaedic surgery.

An active research plan and an innovative education programme are essential to the development of world leading excellence in clinical care. They enable the Trust to develop a better informed service and attract highly skilled and motivated staff. Research and Development and supporting the education programme are integral parts of Trust core business and all staff will be involved.

The University of Warwick has a distinctive track record for pioneering and fostering interdisciplinary research. Established links with other University departments such as mathematics, health and social sciences, with Warwick Manufacturing Group and Warwick Business School and the NHS Institute for Innovation and Improvement, offer excellent opportunities for research.

The Trust offers state of the art facilities and brings together scientists, clinicians and epidemiologists to study disease mechanisms *in vivo* and *in vitro*. UHCW also has six well-equipped Patient Research Interface (PRI) suites for patient-based research. Containing clinical examination rooms, offices and support facilities, each PRI suite enables patient and volunteer studies to be undertaken in a clinical setting independent from, but in close proximity to, the ward environment.

The Trust houses the latest clinical imaging equipment and was one of the first completely digital hospitals in the UK.

The department includes six research fellows, who provide a clinical service at Rugby and perform research in the Clinical Sciences Building. One of these is presently registered for a PhD and two for MD.





## **Research, Development and Innovation (RD&I) within the Trust**

The Research Development & Innovation Team is responsible for facilitating research and supporting all researchers within the Trust with the ultimate aim of improving patient care.

The RD&I Team are committed to developing the research culture within the Trust and ensuring that all research in the Trust is conducted to the highest standards. They provide a complete on-site Research and Development management service to Trust staff. This includes advising on all aspects of the research process, providing access to statistical support, costing and financial management, negotiating contracts and training researchers. Researchers can access support with completing grant applications; finding appropriate funding streams, with editing or proof-reading grants and developing strong grant proposals.

All staff are encouraged to develop and protect their ideas and innovations (*intellectual property*) and the R&D Team also provides support to develop the ideas of our staff into commercially viable products.

## **Warwick Medical School**

Dean WMS: Professor Sudhesh Kumar

The Medical School at Warwick was established in 2000 as part of an expansion in the number of Medical School's nationally to deliver the additional capacity needed to support the Government's plan to increase the number of UK trained medical graduate's joining the NHS.

The School's principal clinical partners are University Hospitals Coventry and Warwickshire NHS Trust (UHCW), the George Eliot Hospital NHS Trust, South Warwickshire General Hospitals NHS Trust, Coventry Teaching Primary Care Trust and the other Primary Care Trusts within Warwickshire.

WMS works closely with many departments across the University for both our Research and education programmes; these include the Department of Biological Sciences, the School of Health and Social Studies, the Department of Sociology, the Department of Statistics, Warwick Business School, Warwick Manufacturing Group, the Law School and the Department of Mathematics Manufacturing Group, the Law School and the Department of Mathematics



## **Department Facilities**

There is a suite of offices in the research wing of the Clinical Sciences Building at University Hospital for the clinical academic members of the department, with administrative and secretarial support. This is directly connected to the Trust teaching facilities and medical library. Accident and

Emergency Services are located at UHCW, seriously injured patients are cared for by a multi-speciality trauma team at UH.

A state of the art Cadaveric laboratory at UHCW hosts local, national and international faculties and courses.

There is 24-hour access to a well equipped library of books, journals, Information Specialists and online resources at the Coventry site and a smaller library in St Cross Hospital.

## **Education and Training opportunities**

We are keen to support Fellows who wish to undertake the BSSH Hand Diploma during their post with us. Our orthopaedic consultants are members of the BSSH and attendance at the BSSH conferences and instructional courses will be encouraged.

Study leave will only be considered for attendance at courses rather than for personal revision and is for a maximum of 14 days pro-rata..

As a University teaching hospital the successful candidate will be expected to demonstrate a strong active role and commitment to teaching. Medical students are from Warwick Medical School. There is a wide variety of 'in-house' teaching to junior doctors and to other healthcare professionals. Many members of the consultant staff teach nationally and internationally.

There is a pre-clinical module on musculo-skeletal anatomy at WMS. The Department further collaborates with orthopaedic departments in the neighbouring DGHs of Warwick and Nuneaton, to provide an 8 week training programme for all WMS medical students on rotation during their first clinical year.

StRs rotate into UHCW from the Coventry programme, and the Department is involved with strong representation on training, selection and ARCP committees. StRs have expressed great enthusiasm for the training at UHCW at successive annual reviews and SAC visits.

The department holds Professional Development Sessions in the Clinical Sciences building. This is a multi-disciplinary half-day session for all members of the Department, and of orthopaedic departments in neighbouring hospitals. It includes: innovation reports; personal, team and service development symposia; and national and international speakers.



**Method of application**

Applications are invited by application form on [www.jobs.nhs.uk](http://www.jobs.nhs.uk).

Candidates are welcome to visit the department and initial contact should be made with:

Mrs Helen Hedley. Secretary: Clare Perryman 02476965093

Mr Andrew Mahon. Secretary Jaspal Viridi 02476965095

**NB** This job description is an outline and may be amended following discussions with the post holder to take account of changing circumstances within the Trust or University.



## Contractual Responsibilities

### Confidentiality

The post holder must maintain confidentiality, security and integrity of information relating to patients, staff and other Health Services business.

### Health and Safety

All staff must be familiar with the Trust Health and Safety Policy, including a thorough understanding of personal responsibilities for maintaining own health and safety and others.

### Risk Management

All staff need a basic working knowledge of risk management to enable them to participate in identification and control of all business risks that they encounter in their area of work.

### Equal and Diversity

Everyone has the opportunity to be treated with dignity and respect at work and has a clear responsibility to comply with the detail and the spirit of the Dignity at Work Policy.

### Infection Control and Prevention

The Trust is committed to minimising any risks of healthcare associated infection to patients, visitors and staff. All employees are required to be familiar with and comply with Infection Prevention and Control policies relevant to their area of work.

### Safeguarding Vulnerable Adults and Children

The Trust is committed to ensuring the safeguarding of vulnerable adults and children in our care. All employees are required to be familiar with their responsibilities in this area and to raise any concerns as appropriate

### Conflict of Interest

The Trust is responsible for ensuring that the service provided for patients in its care meets the highest possible standard. Equally, the trust is responsible for ensuring that staff do not abuse their official position for personal gain or to benefit their family or friends. The Trust's Standing Financial Instructions require any officer to declare any interest, direct or indirect, with contract involving the Trust. Staff are not allowed to further their private interests in the course of their NHS duties.

### Working Time Regulations

The 'Working Time Regulations 1998 require that you should not work more than an average of 48 hours in each working week. For example, in a 26 week period you should work no more than 1248 hours. Employees may choose to opt out by providing written notification as appropriate.

**The above duties and responsibilities are intended to represent current priorities and are not meant to be an exhaustive list. The post holder may from time to time be asked to undertake other reasonable duties and responsibilities. Any changes will be made in discussion with the post holder according to service needs.**



### Person Specification

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**Job Title:** Clinical Fellow - Hand and Wrist

Criteria	Essential Criteria	Desirable Level
<b>Qualification/Training</b>	<ul style="list-style-type: none"><li>Core Medical Qualification FRCS Orth or FRCS Plast or equivalent</li></ul>	BSSH or European Hand Diploma underway
<b>Experience</b>	<ul style="list-style-type: none"><li>5 years Specialist Registrar training by start date</li></ul>	Advanced knowledge of specialist field



<p><b>Knowledge &amp; Skills and Abilities</b></p>	<ul style="list-style-type: none"> <li>• Competent to work without direct supervision</li> <li>• Recognises limits of competence and seeks advice where appropriate</li> <li>• Competent in history taking and examination skills</li> <li>• Can demonstrate an analytical approach to thinking</li> <li>• Can demonstrate good communication skills with both colleagues and patients</li> <li>• Can demonstrate evidence of Medical Professionalism</li> <li>• Able to demonstrate an understanding of the ethical and legal aspects of clinical practice</li> <li>• Evidence of having the appropriate level of clinical knowledge</li> <li>• Can demonstrate experience in Audit projects</li> <li>• Can demonstrate evidence of writing papers and presentations</li> <li>• Evidence of active participation in effectively teaching others</li> </ul>	<ul style="list-style-type: none"> <li>• Detailed knowledge of field</li> </ul>
<p><b>Commitment to Trust Values and Behaviours</b></p>	<p>Must be able to demonstrate behaviours consistent with the Trust's values.</p> <p>(As detailed in UHCW's <i>Values in Action</i> document below)</p>	



# Our values in action

We live our values in action in our work with patients, visitors and colleagues.

Some of the things you will see include UHCW staff:

- ✓ Being polite and introducing ourselves to everyone we meet
- ✓ Treating everybody as individuals and respecting their needs
- ✓ Being approachable, caring and helpful at all times
- ✓ Communicating openly with patients, visitors and colleagues, respecting confidentiality and privacy
- ✓ Taking the time to actively listen and understand individual needs
- ✓ Being open and honest
- ✓ Having honest conversations at all times
- ✓ Acknowledging that we don't always get it right
- ✓ Speaking out when we see things aren't right and supporting others to do the same
- ✓ Giving praise and saying thank you for a job well done
- ✓ Celebrating and recognising personal, team and organisational achievements
- ✓ Using the skills, experience and diversity of staff to better deliver our objectives and services
- ✓ Actively working with patients and visitors to improve services
- ✓ Seeking and adopting best practice from colleagues and other teams within UHCW
- ✓ Taking personal responsibility for our own learning
- ✓ Keeping up-to-date with mandatory and professional development
- ✓ Developing ourselves and others, independent of our job role or profession
- ✓ Taking personal responsibility to make improvements by suggesting new ways of doing things
- ✓ Taking opportunities to learn with and from others
- ✓ Embracing change and supporting others through it
- ✓ Putting in place ways to receive feedback and acting to change things
- ✓ Seeking and adopting best practice from colleagues and other teams within UHCW
- ✓ Sharing learning with others
- ✓ Working across boundaries to improve the experience of patients, visitors and colleagues

