



Feidhmeannacht na Seirbhíse Sláinte
Health Service Executive

**St. John's Hospital, Limerick
Consultant Physician in Respiratory & General Internal Medicine
Temporary Post**

Job Specification, Terms and Conditions:

Job Title, Grade and Grade Code	Consultant Physician in Respiratory and General Internal Medicine - Temporary Post Grade Code - 1163
Competition Reference	SJL/04/2019/1
Whole Time Equivalent	1 WTE
Closing Date	22/04/2019 12.00
Proposed Interview date(s)	Within 2 weeks from closing date
Taking up Appointment	Take up post in July
Duration of Post	Temporary Post 12 month Contract
Additional Information	Informal Enquiries to: Dr. Eithne Mulloy Consultant Respiratory Physician St. John's Hospital Limerick Email: eithne.mulloy@stjohnshospital.ie Phone: 061-462222
Location of Post	This is an appointment to St. John's Hospital, Limerick on a Type B basis under the Consultants' Contract 2008 by the Health Service Executive. The Contract to be offered to the appointee is the Consultants' Contract 2008 (as per the standard text issued by the HSE). The commitment for this post will be to St. John's Hospital, Limerick for 39 hours per week however there may be times when the post holder will attend the University Hospital Limerick for department speciality meetings and the Lung MDT. This post must be aligned to and facilitate implementation of national health policy, support delivery of relevant performance outcomes and may be restructured in the future in line with new clinical service models.
Organisational Area	HSE - University of Limerick Hospitals Group
Overview	General Internal Medicine at St. John's Hospital serves a population base of 400,000 (Mid-West). The Department of Respiratory Medicine at St John's Hospital provides an integrated service for patients with acute and chronic respiratory conditions including asthma and COPD, bronchiectasis, respiratory fibrosis and obstructive sleep apnoea in addition to patients for investigation of lung cancer. The rapid access lung cancer clinic takes place in UHL. There is a large patient group with chronic illness including home non-invasive ventilation and home CPAP for obstructive sleep apnoea. Patients requiring invasive ventilation are treated at University

	Hospital Limerick. There are presently two full time respiratory physicians in UHL with plans for a third physician.
Service mission, vision and values	<p>St. John's is an acute General Public Voluntary Hospital, funded by the Health Service Executive.</p> <p><u>Mission statement</u> Faithful to our tradition, we provide the highest possible standard of care and treatment in a professional and compassionate manner to every person who avails of our services.</p> <p><u>Aims and Objectives</u></p> <ol style="list-style-type: none"> 1. To deliver high quality, safe and reliable healthcare in accordance with evidence based best practice in an effectively managed and maintained environment. 2. To provide healthcare based on the assessed needs and preferences of our service users which ensures mutual respect, holistic care and continuous learning, and training. 3. To monitor, evaluate and continually improve our services.
Details of Service	<p><u>What service does the unit provide?</u> The successful candidate will provide Respiratory and General Internal Medicine services at St John's Model 2S Hospital. St John's Hospital services include General Medical and Respiratory Inpatients, Outpatient clinics which are primarily Respiratory, weekly bronchoscopy lists and sessional input to our Medical Assessment Unit. St John's Hospital also provides an active Pulmonary Rehabilitation Programme service and a Sleep Apnoea Clinic.</p> <p><u>Referral and Access</u> Patients are primarily admitted to St. John's Hospital directly from the Emergency Department at University Hospital Limerick, general medicine patient transfers from UHL and the Medical Assessment Unit based at St. John's Hospital. Many are frail elderly with multiple co-morbidities and general medical conditions.</p> <p><u>Recent Developments</u> <input type="checkbox"/> Refurbished Day Unit with new Bronchoscopy Facilities</p> <p><u>Future developments</u> <input type="checkbox"/> Proposal for a new, purpose built in-patient accommodation block with excellent clinical facilities at St John's Hospital.</p> <p><u>TEAM STRUCTURE</u></p> <p><u>St. John's Hospital</u> 1:4 on call rota The team consists of</p> <ul style="list-style-type: none"> • 1 Registrar • 2 SHOs (1 BST and 1 GP Training) • 1 Intern per Team <p>This service is supported by Clinical Nurse Specialists in Respiratory Medicine, Diabetes Mellitus, Continence Care, Infection Prevention and Control, Tissue Viability, Pain and Palliative Care. In addition within the team structure we have substantial input from Pharmacy and Physiotherapy services.</p> <p><u>AREA COVERED</u></p>

	<p>Geographical area covered is Limerick City, Co Limerick, Co Clare and North Tipperary</p> <p><u>On-Call</u> The on-call rota for acute medicine covers all adults over the age of 16 years and the rota is 1:4 on weekdays and 1:4 on weekends. Consultant ward rounds are carried out daily.</p> <p><u>Teaching, Audit, CNME and Study leave</u> The post requires, as one of its principal responsibilities, commitment to the teaching of NCHDs rotating through University of Limerick Hospital Group. The postholder is expected to lead the weekly academic teaching round and to participate in other postgraduate activities as required. The postholder will have access to the Clinical Education and Research Centre (CERC) based at University Hospital Limerick, Grand Round presentations and medical case conferences via Group-wide videoconferencing facilities.</p>
<p>Reporting Arrangements</p>	<p>The Consultant's reporting relationship and accountability for the discharge of his/her contract is:</p> <p style="padding-left: 40px;">i) to the Chief Executive Officer/General Manager/Master of the hospital (or other employing institution) through his/her Clinical Director¹ (where such is in place). The Hospital Group Chief Executive Officer or Chief Officer, Community Health Organisation may require the Consultant to report to him/her from time to time.</p>
<p>Purpose of the Post</p>	<p>To act as a Consultant Physician within St. John's Hospital and within a team based model of care, sharing infrastructures, NCHD and support staff but retaining named Consultants' responsibility for individual patients. Participate in the delivery of nephrology services.</p>
<p>Principle Duties and Responsibilities</p>	<p>Standard Duties and responsibilities</p> <p>a) To participate in development of and undertake all duties and functions pertinent to the Consultant's area of competence, as set out within the Clinical Directorate Service Plan and in line with policies as specified by the Employer.</p> <p>b) To ensure that duties and functions are undertaken in a manner that minimises delays for patients and possible disruption of services.</p> <p>c) To work within the framework of the hospital / agency's service plan and/or levels of service (volume, types etc.) as determined by the Employer. Service planning for individual clinical services will be progressed through the Clinical Directorate structure or other arrangements as apply.</p> <p>d) To co-operate with the expeditious implementation of the Disciplinary Procedure.</p> <p>e) To formally review the execution of the Clinical Directorate Service Plan with the Clinical Director / Employer periodically. The Clinical Directorate Service Plan shall be reviewed periodically at the request</p>

of the Consultant or Clinical Director / Employer. The Consultant may initially seek internal review of the determinations of the Clinical Director regarding the Service Plan.

- f) To participate in the development and operation of the Clinical Directorate structure and in such management or representative structures as are in place or being developed. The Consultant shall receive training and support to enable him/her to participate fully in such structures.
- g) To provide, as appropriate, consultation in the Consultant's area of designated expertise in respect of patients of other Consultants at their request.
- h) To ensure in consultation with the Clinical Director that appropriate medical cover is available at all times having due regard to the implementation of the European Working Time Directive as it relates to doctors in training.
- i) To supervise and be responsible for diagnosis, treatment and care provided by non-Consultant Hospital Doctors (NCHDs) treating patients under the Consultant's care.
- j) To participate as a right and obligation in selection processes for non-Consultant Hospital Doctors and other staff as appropriate. The Employer will provide training as required. The Employer shall ensure that a Consultant representative of the relevant specialty / sub-specialty is involved in the selection process.
- k) To participate in clinical audit and proactive risk management and facilitate production of all data/information required for same in accordance with regulatory, statutory and corporate policies and procedures.
- l) To participate in and facilitate production of all data/information required to validate delivery of duties and functions and inform planning and management of service delivery.

Operational, strategic, developmental, clinical, administrative and other duties that will apply to the post:

Key Responsibilities

St. John's Hospital inpatient workload is circa 25 patients. These are generally referred from University Hospital Limerick or admitted from the Medical Assessment Unit. In addition to management of general internal medicine in this patient group, there is also a consultation service with additional speciality and nurse speciality support in the outpatient setting. There is a multi-disciplinary approach to patient care at St. John's Hospital with additional support from Nurse Specialists, Physiotherapy, and Pharmacy.

Doing the Job

The service is consultant driven with daily ward rounds. There is 1:4 on call rota for general internal medicine at St. John's Hospital.

Key Tasks

	<p>In-patient patient care, teaching and supervision of NCHDs in preparation for membership exams as well as outpatient care; a multi-disciplinary approach is taken and family meetings with input from A Discharge Planning coordinator are carried out on a regular basis.</p> <p><u>Most Important Aspects of the Job</u> Dedicated team work with patient focused care.</p> <p><u>Responsibilities</u> Inpatient, Outpatient, NCHD's, Team work, On call</p> <p><u>Spend Most Time Doing</u> Inpatient Care, Outpatient clinics, Administration which includes participation in the medical board at St. John's Hospital and the Department of Medicine at UHL.</p> <p><u>Managerial Responsibilities</u> Weekly meetings with Deputy Chief Executive and participation in Department of Medicine meetings at UHL. Involvement at committee level include drugs and therapeutics committee and clinical audit committee.</p> <p>The above Job Description is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to him/her from time to time and to contribute to the development of the post while in office.</p>
<p>Eligibility Criteria</p> <p>Qualifications and/or experience</p>	<p>Professional Qualifications Registration as a specialist in the Specialist Division of the Register of Medical Practitioners maintained by the Medical Council in Ireland in the specialty of one of the following:</p> <ul style="list-style-type: none"> • Respiratory <p>Entry to competition / recruitment process No candidate will be appointed as a Medical Consultant unless (s)he is registered as a Specialist in the Specialist Division of the Register of Medical Practitioners maintained by the Medical Council of Ireland.</p> <p>Age Age restriction shall only apply to a candidate where he/she is not classified as a new entrant (within the meaning of the Public Service Superannuation (Miscellaneous Provisions) Act, 2004). A candidate who is not classified as a new entrant must be under 65 years of age on the first day of the month in which the latest date for receiving completed application forms for the office occurs.</p> <p>Health A candidate for and any person holding the post must be fully competent and capable of undertaking the duties attached to the post and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.</p> <p>Character</p>

	<p>A candidate for and any person holding the post must be of good character.</p> <p>Entry to competition and subsequent appointment For the purposes of eligibility for entry to any competition or recruitment process associated with this post, a candidate must fulfil the eligibility requirements laid down in the information pack for the post. The successful interviewee must be registered as a Specialist in the relevant specialty on the Specialist Division of the Register of Medical Practitioners maintained by the Medical Council of Ireland before taking up appointment. The candidate will be allowed a max of 180 calendar days from date of interview to secure this registration and produce evidence of special interest training where relevant</p> <p>Should the successful candidate not be registered as a Specialist at that time, the post may be offered to the next suitable candidate (or, in the case of HSE posts, the Public Appointments Service may choose not to recommend that candidate to the employer). Should no suitable candidate exist, a further recruitment process may be initiated.</p> <p>Section 62 Post (If Applicable) It is noted that this post of Consultant in Medicine is considered to carry with it duties involving the teaching of clinical medicine and/or the conduct of medical research under the direction of St. John's Hospital, Therefore this post is considered a Section 62 post under the Health Act 1953 as amended by the Health Act 2004.</p>
<p>Essential Skills, competencies and/or knowledge</p>	<p>Working with Others</p> <ul style="list-style-type: none"> • Develops networks and works in partnership with patients/service users, carers and colleagues within and across systems to deliver and improve services. • Builds and maintains relationships, listening, supporting others, gaining trust and showing understanding. • Encourages contribution creating an environment where others have the opportunity to contribute. • Works within teams to deliver and improve services. <p>Managing Services</p> <ul style="list-style-type: none"> • Contributes to the development of business and service plans to achieve service goals. • Manages resources to ensure the delivery of safe and efficient services. • Manages people by providing direction, reviewing performance, motivating others and promoting equality and diversity. • Manages performance, holding themselves and others accountable for service outcomes. <p>Setting Direction</p> <ul style="list-style-type: none"> • Identify the contexts for change, demonstrating awareness of

	<p>the political, social, technical, economic, organisational and professional environment.</p> <ul style="list-style-type: none"> • Applies knowledge and evidence, gathering information to produce an evidence-based challenge to systems and processes in order to identify opportunities for service improvement. • Makes sound evidence based decisions consistent with the values and priorities of the organisation and profession. • Measures and evaluates outcomes taking corrective action where necessary and being accountable for decisions. <p>Improving Services</p> <ul style="list-style-type: none"> • Ensures patient safety by assessing and managing the risk to patients associated with service developments, balancing economic considerations with the need for patient safety. • Critically evaluates services to identify where services can be improved, working individually or as part of a team. • Encourages improvement and innovation, creating a climate of continuous service improvement. • Facilitates transformation, actively contributing to change processes that lead to improved healthcare. <p>Demonstrating Personal Qualities</p> <ul style="list-style-type: none"> • Is aware of own values, principles and assumptions and is able to learn from experience. • Organises and manages self while taking account of the needs and priorities of others. • Learns through participating in continuing professional development and from experience and feedback. • Acts with integrity, behaving in an open, honest and ethical manner.
<p>Competition Specific Selection Process</p> <p>Short listing / Interview</p>	<p>A ranking and or shortlisting exercise may be carried out on the basis of information supplied in your application form. The criteria for ranking and or shortlisting are based on the requirements of the post as outlined in the eligibility criteria and skills, competencies and/or knowledge section of this job specification. Therefore it is very important that you think about your experience in light of those requirements.</p> <p><u>Failure to include information regarding these requirements may result in you not being called forward to the next stage of the selection process.</u></p>
<p>Children First Act 2015</p>	<p>This post is covered by Schedule 2 of the Children First Act 2015 which specifies a registered medical practitioner as a Mandated Person for the purposes of the Act. Appointment to this post appoints one as a “mandated person” in accordance with Schedule 2 of the Act. You will remain a mandated person for the duration of your appointment to your current post or for the duration of your appointment to such other post as is included in the categories specified in the Act. Upon appointment you will be expected to complete the Children First e-</p>

	<p>Learning module on HSELand and any other training deemed relevant by your Supervisor to enable you to carry out your responsibilities under the Act accordingly. Further information about your responsibilities under the Act will be provided upon appointment.</p>
<p>Code of Practice</p>	<p>The Public Appointment Service will run this campaign in compliance with the Code of Practice prepared by the Commissioners for Public Service Appointments (CPSA). The Code of Practice sets out how the core principles of probity, merit, equity and fairness might be applied on a principle basis. The Codes also specifies the responsibilities placed on candidates, feedback facilities for applicants on matters relating to their application when requested, and outlines procedures in relation to requests for a review of the recruitment and selection process and review in relation to allegations of a breach of the Code of Practice. Additional information on the HSE's review process is available in the document posted with each vacancy entitled "Code of Practice, information for candidates. "</p> <p>Codes of practice are published by the CPSA and are available on www.cpsa.ie</p>
<p>The reform programme outlined for the health services may impact on this role and as structures change the job description may be reviewed.</p> <p>This job description is a guide to the general range of duties assigned to the post holder. It is intended to be neither definitive nor restrictive and is subject to periodic review with the employee concerned.</p>	

Terms and Conditions of Employment Temporary Consultant Physician

Tenure	<p>The appointment is whole-time, temporary and pensionable Appointment as an employee of the Health Service Executive is governed by the Health Act 2004 and the Public Service Management (Recruitment and Appointment) Act 2004.</p> <p>A panel may be formed from which other permanent vacancies for Consultant in Medicine at St. John's Hospital, Limerick for 39 hours per week may be filled</p>
Remuneration	<p>The annual salary will be as set out in the Consultant Contract 2008 (as per standard text issued by the HSE) for Contract Type B: Medical Consultants Salary Scales from 1st October, 2018 - New Entrant (Clinicians) from 1st October 2012* who are parties to the Haddington Road Agreement:</p> <p>SALARY SCALE €128,085 €132,620 €138,883 €142,121 €146,441 €150,769 €155,121 €161,649 €168,177</p> <p>Note: *Consultants taking up posts under these scales may benefit from incremental credit up to the 6th point</p> <p>Serving Consultants moving from permanent posts are allowed to retain their existing salary scales (Applicants who are currently in permanent employment as a Consultant in the Irish public health system on a salary scale other than that applicable from 1st October 2012 retain eligibility for payment under that scale if appointed to this post)</p>
Working Week	The standard working week applying to the post is: 39 hours per week
Annual Leave	The annual leave associated with the post is: 30 Working Days per annum and as determined by the Organisation of Working Time Act 1997
Superannuation	<p>This is a pensionable position within the HSE. The successful candidate will upon appointment become a member of the appropriate pension scheme. Please be advised that pension scheme membership will be notified within the contract of employment.</p> <p>Members of pre-existing pension schemes who transferred to the HSE on 1st January 2005 pursuant to Section 60 of the Health Act 2004 are entitled to superannuation benefit terms under the HSE Scheme which are no less favourable to those to which they were entitled at 31st December 2004.</p>

Probation	Every appointment of a person who is not already an officer of the Health Service Executive or of a Local Authority shall be subject to a probationary period of 12 months as stipulated in the Department of Health Circular No.10/71.
Protection of Persons Reporting Child Abuse Act 1998	As this post is one of those designated under the Protection of Persons Reporting Child Abuse Act 1998, appointment to this post appoints one as a designated officer in accordance with Section 2 of the Act. You will remain a designated officer for the duration of your appointment to your current post or for the duration of your appointment to such other post as is included in the categories specified in the Ministerial Direction. You will receive full information on your responsibilities under the Act on appointment.
Infection Control	All HSE Employees must have a working knowledge of HIQA Standards as they apply to the role for example, Standards for Healthcare, National Standards for the Prevention and Control of Healthcare Associated Infections, Hygiene Standards etc.
<p data-bbox="70 645 320 824">Ethics in Public Office 1995 and 2001</p> <p data-bbox="70 824 320 1659">Positions remunerated at or above the minimum point of the Grade VIII salary scale (€65,812 as at 01.04.17)</p> <p data-bbox="70 1659 320 2056">Positions remunerated at or above €162,867 at 1 April 2018.</p>	<p data-bbox="320 645 1481 869">Positions remunerated at or above the minimum point of the Grade VIII salary scale (€ 65,812 as at 01.04.2017) are designated positions under Section 18 of the Ethics in Public Office Act 1995. Any person appointed to a designated position must comply with the requirements of the Ethics in Public Office Acts 1995 and 2001 as outlined below;</p> <p data-bbox="320 869 1481 1115">A) In accordance with Section 18 of the Ethics in Public Office Act 1995, a person holding such a post is required to prepare and furnish an annual statement of any interests which could materially influence the performance of the official functions of the post. This annual statement of interest should be submitted to the Chief Executive Officer not later than 31st January in the following year.</p> <p data-bbox="320 1115 1481 1496">B) In addition to the annual statement, a person holding such a post is required, whenever they are performing a function as an employee of the HSE and have actual knowledge, or a connected person, has a material interest in a matter to which the function relates, provide at the time a statement of the facts of that interest. A person holding such a post should provide such statement to the Chief Executive Officer. The function in question cannot be performed unless there are compelling reasons to do so and, if this is the case, those compelling reasons must be stated in writing and must be provided to the Chief Executive Officer.</p> <p data-bbox="320 1496 1481 1765">C) A person holding such a post is required under the Ethics in Public Office Acts 1995 and 2001 to act in accordance with any guidelines or advice published or given by the Standards in Public Office Commission. Guidelines for public servants on compliance with the provisions of the Ethics in Public Office Acts 1995 and 2001 are available on the Standards Commission's website http://www.sipo.gov.ie/</p> <p data-bbox="320 1765 1481 1877">Positions remunerated at or above €162,867 as at 1st April 2018 are designated positions under the Ethics in Public Office Acts 1995 and 2001.</p> <p data-bbox="320 1877 1481 2056">In accordance with Section 18 of the Ethics in Public Office Act 1995, a person holding such a post is required to prepare and furnish an annual statement of any interests which could materially influence the performance of the official functions of the post. This annual statement of interest should be submitted to the Chief Executive Officer not later than 31st January in</p>

the following year. In addition to the annual statement, a person holding such a post is required, whenever they are performing a function as an employee of the HSE and have actual knowledge, or a connected person, has a material interest in a matter to which the function relates, provide at the time a statement of the facts of that interest. A person holding such a post should provide such statement to the Chief Executive Officer. The function in question cannot be performed unless there are compelling reasons to do so and, if this is the case, those compelling reasons must be stated in writing and must be provided to the Chief Executive Officer.

Under the Standards in Public Office Act 2001, the post holder must within nine months of the date of appointment provide the following documents to the Standards in Public Office Commission at 18 Lower Lesson Street, Dublin 2:

1. A Statutory Declaration, which has been made by the post holder not more than one month before or after the date of the appointment, attesting to compliance with the tax obligations set out in section 25(1) of the Standards in Public Office Act and declaring that nothing in section 25(2) prevents the issue to the post holder of a tax clearance certificate
2. and either
 - (a) a Tax Clearance Certificate issued by the Collector-General not more than 9 months before or after the date of the appointment or
 - (b) an Application Statement issued by the Collector-General not more than 9 months before or after the date of the appointment.

A person holding such a post is required under the Ethics in Public Office Acts 1995 and 2001 to act in accordance with any guidelines or advice published or given by the Standards in Public Office Commission. Guidelines for public servants on compliance with the provisions of the Ethics in Public Office Acts 1995 and 2001 are available on the Standards Commission's website <http://www.sipo.gov.ie/>