



GP Career Start Scheme

**Candidate information pack for the
County Durham CCG
GP Career Start Scheme**

Welcome from the Clinical Chair



DURHAM is a fantastic place to live and work and the CCG are aiming to establish opportunities for a career in general practice by offering a number of career start posts in some of our best practices in the CCG. You will receive protected development time and mentoring as part of the scheme and work in innovative forward thinking practices.

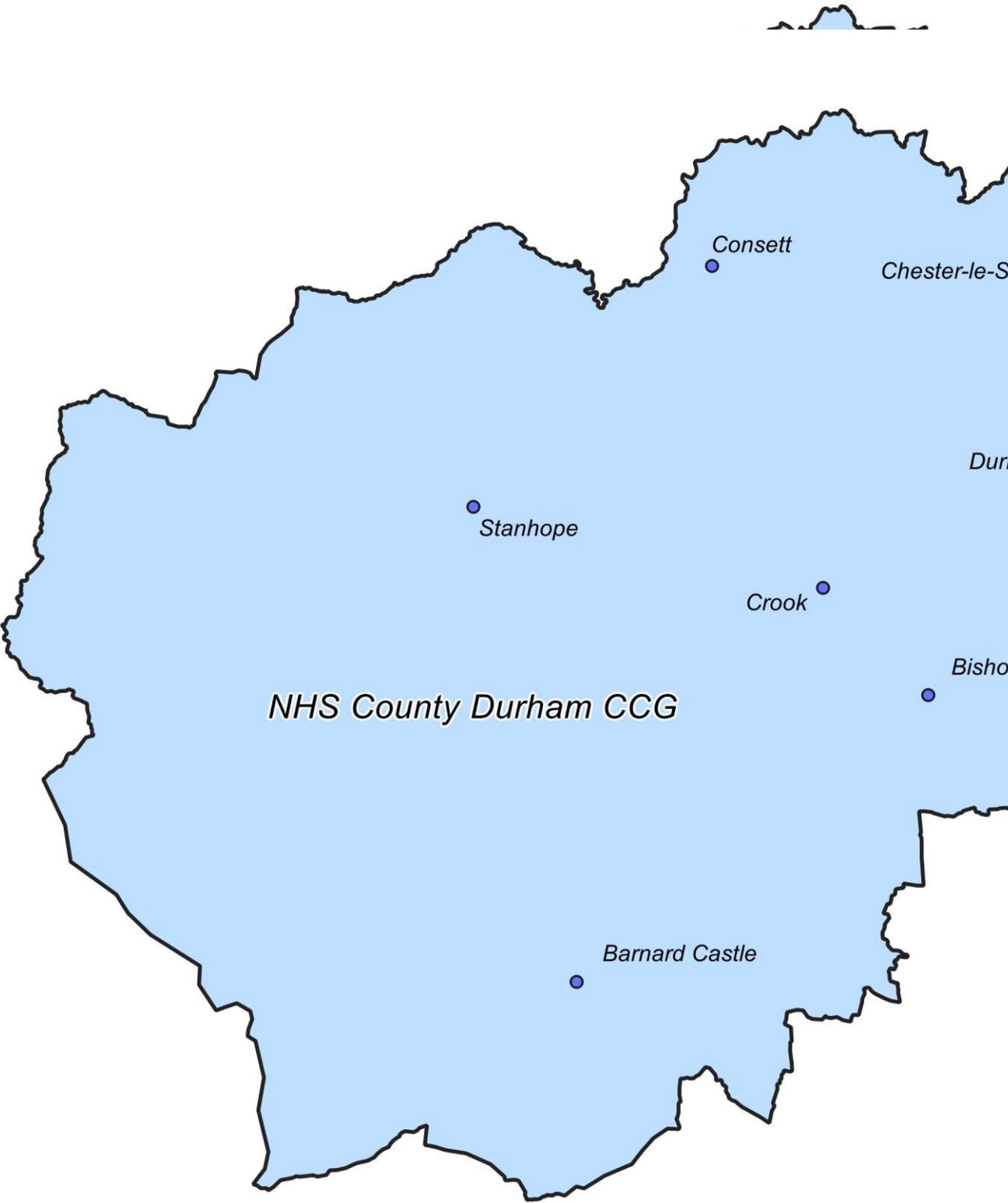
We are delighted to be hosting the Career Start Scheme for GPs in County Durham. We have salaried GP posts available, which will be hosted within individual practices across our CCG area. The scheme will run for 2 years with the hope GP's will continue into permanent GP roles in CDCCG.

For the first two years, the CCG will part fund the posts to enable each GP to be released from practice to focus on their clinical and personal development. You will also be supported to attend additional educational activities and receive mentorship.

Good luck with your application

Dr Jonathan Smith, Clinical Chair

Our area



Our Primary Care Networks (PCN)

In January 2019, the NHS Long Term Plan was published, placing an emphasis on prevention, population health and integration. A key part of this was the creation of Primary Care Networks (PCNs) which were a natural progression from the work that had been going on in County Durham over the previous couple of years.

PCNs are groups of neighbouring general practices working together and with community, mental health, social care, pharmacy, hospital, dentistry and voluntary services. Looking at the specific health and social care needs of patients living in their areas, PCNs are focusing on providing personalised, proactive and coordinated care for their patients, to help them live healthier for longer.

| PCN | Practice Name | Practice Code | List size at 1 Jan 20 (NHS Digital) | Combined List size at 1 Jan 20 (NHS Digital) | Named Clinical Director(s) |
|-----------------------|------------------------------|---------------|-------------------------------------|--|--|
| Bishop Auckland PCN | Station View Medical Ctr | A83015 | 10,011 | 37,982 | Catherine Harrison |
| | Auckland Medical Group | A83021 | 14,631 | | |
| | Bishopgate Medical Centre | A83025 | 13,340 | | |
| Chester le Street PCN | Bridge End | A83009 | 8,235 | 56,717 | Geoff Crackett Robert Bowron |
| | Sacriston | A83026 | 10,293 | | |
| | Middle Chare | A83028 | 9,523 | | |
| | Great Lumley | A83029 | 4,960 | | |
| | Pelton & Fellrose | A83033 | 8,989 | | |
| | Cestria | A83050 | 12,594 | | |
| | Gardiner Crescent | A83637 | 2,123 | | |
| Dales 1 | Willington Medical Group | A83003 | 9,205 | 29,863 | Daniel Wilmer |
| | North House Surgery | A83020 | 13,467 | | |
| | The Weardale Practice | A83035 | 7,191 | | |
| Derwentside PCN | Tanfield | A83016 | 11,113 | 94,070 | Vikki Cliff John Nicholls Caroline Dostal Dave Bronsgeest |
| | Stanley | A83023 | 11,755 | | |
| | Cedars | A83038 | 5,771 | | |
| | West Road / Drs Lambert & Ng | A83073 | 5,099 | | |
| | Browney House | A83617 | 2,622 | | |
| | The Haven | A83622 | 1,647 | | |
| | Craghead | A83632 | 2,289 | | |
| | Annfield Plain | A83644 | 3,546 | | |
| | Consett | A83018 | 18,566 | | |
| | Queens Road | A83049 | 13,982 | | |
| | Lanchester | A83072 | 4,213 | | |

| | | | | | |
|---------------------------|--------------------------------------|--------|--------|--------|---------------------------------|
| | Oakfields | A83618 | 7,440 | | |
| | Leadgate | A83636 | 6,027 | | |
| Durham East (Claypath) | Claypath | A83011 | 34,877 | 34,877 | Jan Panke |
| Durham East | Belmont & Sherburn | A83014 | 6,806 | 27,334 | Jack Bond |
| | West Rainton | A83024 | 5,559 | | |
| | Coxhoe | A83027 | 6,445 | | |
| | Cheveley Park | A83055 | 4,446 | | |
| | Bowburn | A83635 | 4,078 | | |
| Durham West | Medical Group | A83022 | 24,650 | 51,508 | Sushil Ambrose Purushothaman |
| | Dunelm | A83030 | 13,390 | | |
| | Chastleton | A83036 | 11,092 | | |
| | Brandon Lane | A83630 | 2,376 | | |
| Easington Central | Blackhall Practice | A83007 | 10,069 | 33,519 | Nitish Sahoo |
| | William Brown Centre | A83012 | 15,956 | | |
| | Horden Group Practice | A83044 | 7,494 | | |
| Easington District | East Durham Medical Group | A83057 | 18,274 | 32,421 | Dagny Samuel |
| | Intrahealth at Wingate | A83610 | 3,006 | | |
| | Bevan Medical Group | A83616 | 7,879 | | |
| | Southdene Medical Centre | A83619 | 3,262 | | |
| North Easington | Murton Medical Group | A83041 | 7,458 | 37,181 | Rajiv Mansingh |
| | Marlborough Practice | A83051 | 10,473 | | |
| | New Seaham Medical Centre | A83071 | 4,805 | | |
| | Deneside Medical Centre | A83075 | 8,488 | | |
| | Silverdale Family Practice | A83627 | 5,957 | | |
| Sedgefield 1 | Hallgarth Surgery | A83008 | 5,542 | 41,979 | Winnie Jose |
| | Bewick Crescent Surgery | A83037 | 13,840 | | |
| | Peaseway Medical Centre | A83074 | 11,805 | | |
| | Jubilee Medical Group | A83066 | 10,792 | | |
| Sedgefield 2 | St Andrews Medical Practice | A83001 | 11,821 | 56,451 | Matt Shield |
| | Bishops Close Medical Practice | A83052 | 8,714 | | |
| | Oxford Road Medical Centre | A83603 | 2,529 | | |
| | Ferryhill & Chilton Medical Practice | A83045 | 15,026 | | |
| | Skerne Medical Group | A83054 | 15,587 | | |
| | West Cornforth Medical Practice | A83634 | 2,774 | | |
| Teesdale | Woodview Medical Practice | A83032 | 2,501 | 24,359 | Dilys Waller |
| | Old Forge Surgery | A83043 | 2,731 | | |
| | Barnard Castle Surgery | A83046 | 10,671 | | |
| | Pinfold Medical Practice | A83060 | 2,971 | | |
| | Gainford Surgery | A83061 | 3,431 | | |
| | Evenwood Surgery | A83626 | 2,054 | | |

Introduction

The GP Career Start initiative is aimed at attracting GPs who are looking for the opportunity to take up a post in general practice. This programme offers GPs the chance for 'added value' personal development e.g. medical student teaching, minor surgery, etc., as well as benefit from a mentorship programme whilst at the same time trying to expand the role of primary care within the local health economy.

It is envisaged that after completing the first two years of these salaried posts (hosted by individual practices) that GPs will be ready to take the next step to partnership in a practice within our area. Our practices are keen to ensure that GPs flourish, rather than be flattened by immense workload, hence the emphasis on development. GPs will have regular contact with a GP trainer who will ensure that GPs are managing well, and they are getting the best possible experience.

What do our existing GP Career Starters say about the scheme?

"As a newly qualified GP starting out it can be quite daunting. I have found meeting with other GPs in a similar position for twice monthly teaching supportive and it has eased the transition.

The Career Start Scheme has also funded me to obtain a Postgraduate Diploma, Dermatology in Clinical Practice and Dermoscopy qualification which is helping me towards working as a GP with an Extended Role.

The group sessions enable us to catch up as professionals, continue our CPD in a range of topics, whilst supporting each other with our onward careers."

"Pursuing a portfolio career was important to me and through the scheme we were able to create a role within the County Council Public Health team where I work on projects I am passionate about. I was able to choose how much time to dedicate to my clinical and non-clinical role and have had the opportunity to develop my academic skills through funding for Newcastle University Masters CPD modules.

I trained in the Midlands and a move back to the North East was a big step for me and my partner with all the logistical challenges this brings. Through the Career Start scheme I was able to have the security of guaranteeing a job well in advance of completing VTS and had a variety of practices to choose from. The Career Start group meets twice a month and provides practical advice, clinical education and much appreciated peer support. Having a varied role has helped mitigate some of the pressures that comes with being newly qualified. I would recommend Durham Career Start to anyone taking those first steps from VTS to becoming an independent practitioner."

The role

| | |
|------------------------|--|
| Job title: | Career Start General Practitioner |
| Responsible to: | County Durham Practice and Clinical Commissioning Group |
| Partners: | |
| Location: | At a participating practice across the CCG area |
| Contract type: | 2 year fixed term – permanent following completion of programme |
| Hours: | Full time/part time considered with maximum weekly commitment of 6-8 clinical sessions |

Summary of role and purpose

You will become a key member of the team in the general practice that hosts you during the course of your placement. You will manage your own case load and deal with a wide range of health care needs in primary care. You will work with your clinical and non-clinical colleagues to ensure the highest standards of care are offered to all registered patients. You will also get the opportunity to contribute to planning and decision making as a part of the wider practice team.

This post is particularly suitable for those who have recently completed general practitioner vocational training, and is designed to develop skills, confidence and experience in a supportive, developmental environment where you will be allocated protected time for education and given mentor support for the duration of the placement.

The employer will be the practice you are placed at and as such you will need to comply with their employment policies and procedures. For those candidates requiring VISA sponsorship, you will additionally be required to comply with the Skilled Workers Code of Practice (April 2015) throughout your time on placement.

Main duties and responsibilities

Clinical responsibilities

Generally, you will be expected to undertake all the normal duties and responsibilities associated with a General Practitioner working within primary care including;

- Making professionally autonomous decisions in relation to presenting problems (with mentorship)
- Receiving patients with undifferentiated and undiagnosed problems and making an assessment of their health care needs
- Consulting with patients in the surgery, at home and via telephone (or on online systems – agreed between the practice GP's)
- Undertaking triage calls, visits and checking / signing repeat prescriptions
- Handling queries, paperwork and correspondence in a timely manner as needed
- Screening patients for disease risk factors and early signs of illness
- Developing plans for health in consultation with patients and in line with current practice disease management protocols
- Providing coaching and health education as necessary
- Admitting or discharging patients to and from caseload and referring them to other care providers internally and externally as appropriate (and in line with practice protocols)
- Complying with all relevant clinical governance and practice policies and protocols.
- Developing appropriate systems to manage common chronic medical conditions
- Completing clinically related administrative and non-clinical duties needed for the delivery of the service
- Recording clear and contemporaneous consultation notes to agreed standards
- Demonstrating commitment to lifelong learning, and audit and effectiveness to ensure evidence based best practice
- Providing active input to the wider primary healthcare team in the process of health needs research/ base line data collection/clinical audit
- Compiling and issuing computer generated acute and repeat prescriptions, prescribing in accordance with practice and County Durham CCG prescribing formulary whenever this is clinically appropriate

- Networking with other agencies (both statutory and voluntary) and developing links to further develop the work of the practice and County Durham CCG
- Meeting professional learning and CPD requirements
- Developing effective relationships with clinical supervisor/mentors and other colleagues

Practice Responsibilities

- Recording data in patient records systems promptly, accurately and to agreed standards
- Ensuring appropriate use of codes
- Contributing to the collation of statistics for practice reports, performance monitoring and audits
- Participating in the auditing of practice activity as required
- Contributing to the strategic management and development of the practice
- Providing reports to both NHS and non-NHS agencies as required
- Taking responsibility for the health and safety of yourself and others by reporting and actively co-operating with practice and CCG Health and Safety policies and procedures
- Processing and actioning incoming patient and hospital correspondence
- Attending in-house meetings, significant event audit meetings and other meetings as necessary
- Ensuring the practice complaints system is adhered to at all times
- Awareness and compliance with all relevant guidelines e.g. data protection, confidentiality, and health and safety
- Maintaining current CPR and anaphylaxis certification and child/adult safeguarding training in line with local policies

Training and Development

- Establishing (in conjunction with your mentor) an appropriate training and development plan that supports your clinical, leadership and business administration development
- Fully participating in training and development and meeting all the requirements of any courses funded, or part funded by the CCG or practice

- Engaging in a programme of ongoing support and feedback to maximise the benefit of the training and development plan
- Promoting and participating in the development and operation of a peer support network with other Career Start GPs

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 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 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 and Safety

The post holder will assist in promoting and maintaining their own and others' health and safety and security as defined in the Practice Health and Safety Policy to include:

- Identifying the risk involved in work activities and undertaking such activities in a way that manages those risks
- Using appropriate infection control procedures particularly those relating to needle stick injuries, maintaining work areas in a tidy and safe way and free from hazards
- Ensuring that all accidents or dangerous accidents are reported and investigated, and follow up action taken where necessary

Equality and Diversity

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

- Acting in a way that recognises the importance of peoples' rights, interpreting them in a way that is consistent with current legislation
- Respecting the privacy, dignity, needs and beliefs of patients, carers and colleagues

Are you the right person for us?

Qualifications and certification

Essential

- Fully qualified GP with GMC registration
- General practice (Vocational Training Scheme) trained
- On/eligible to be on a medical performers list
- Enhanced CRB check
- UK driving licence
- Current CPR certificate
- UK work permit (Tier 2 VISA sponsorship is available at some practices)

Desirable

- Other post-graduate diplomas
- Evidence of annual appraisal and revalidation (when appropriate)
- Evidence of continued professional development

Knowledge and Experience

Essential

- Successfully completed General Practice Specialist Training
- Appropriate range of previous experience in hospital posts
- Clinical and information governance
- Self-audit and reflection
- Organised and efficient in record keeping and completion of paperwork
- Time management - being able to prioritise work and work under pressure
- Computer literacy

Desirable

- Completed GP specialist training within the last two years
- Knowledge of SystmOne or EMIS clinical software system (training will be provided)

Personal Qualities

Essential

- Evidence of self-directed learning
- Excellent communication skills
- Ability to articulate the core values of general practice
- Knowledge of current issues affecting general practice
- Counselling and feedback skills
- Teamwork and interdisciplinary collaboration
- Ability to maintain trust and confidence of patients
- Leadership skills
- Willingness to share knowledge and collaborate across entire primary health team
- Ability to develop and maintain effective working relationships with multi-disciplinary teams
- Ability to work flexibly
- Ability to recognise own limitations and act upon them appropriately
- Willingness to learn new skills and to problem-solve on a daily basis
- An understanding, acceptance and adherence to the need for strict confidentiality

Desirable

- Knowledge of service provision requirements in all clinical disciplines
- Ability to adapt to differing workplaces
- Ability to challenge traditional models of working and to suggest improvements for change in a positive and inclusive manner

Other attributes

Essential

- Ability to travel between various locations
- Understands the principles of equality and diversity
- Commitment to primary prevention and health improvement
- Commitment to addressing health inequalities and patient empowerment
- Patient advocate
- Excellent communicator
- Desire to work within the County Durham area

Interested in this opportunity?

For further information about the scheme contact Jonathan Smith via e-mail:
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Or contact the CCG Office at:

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