HEALTH EDUCATION THAMES VALLEY - SPECIALTY TRAINING PROGRAMME IN ENDOCRINOLOGY, DIABETES & GENERAL MEDICINE

About Health Education Thames Valley

We are the Local Education and Training Board (LETB) for Thames Valley covering Berkshire, Buckinghamshire and Oxfordshire. Our vision is to ensure the delivery of effective workforce planning and excellent education and training to develop a highly capable, flexible and motivated workforce that delivers improvements in health for the population of Thames Valley. Thames Valley LETB is responsible for the training of some 1500 trainees.

Health Education Thames Valley is a relatively small organisation with a defined geographical area which serves as a single unit of application. In the majority of cases successful candidates will be asked to preference their choice of location for either one or two years. Some programmes will require successful candidates to indicate a location and specialty. Future placements will usually be based on individual training and educational needs. Please note that applications are to the Health Education Thames Valley as a whole. This may mean that you may be allocated to any geographic location within the deanery depending on training needs.

The Endocrinology, Diabetes and General Medicine Training Programme

The Endocrinology, Diabetes and General Medicine training programme is a 5 year programme, starting at ST3. During this time, the trainee's work will be monitored for satisfactory progress and subject to annual reviews in the form of ARCPs. Progression on the programme will be dependent upon these reviews.

The posts on this rotation have been approved for Specialist Training by the Royal College of Physicians. The posts attract National Training Numbers and provide training towards a Certificate of Completion of Training (CCT).
The Postgraduate Dean has confirmed that this post has the necessary educational and staffing approvals.

The programme is based in several different Trusts throughout Health Education Thames Valley so trainees may find themselves employed by any of the following Trusts and placed in any of the following hospitals:

<table>
<thead>
<tr>
<th>Trust</th>
<th>Hospitals and Locations</th>
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</table>
| Buckinghamshire Healthcare NHS Trust | Stoke Mandeville, Aylesbury  
http://www.buckshealthcare.nhs.uk/  
Wycombe Hospital, High Wycombe  
http://www.buckshealthcare.nhs.uk/   |
| Milton Keynes Hospital NHS Foundation Trust | Milton Keynes General Hospital  
http://www.mkgeneral.nhs.uk/                                           |
| Frimley Health NHS Foundation Trust | Wexham Park Hospital, Slough  
http://www.heatherwoodandwexham.nhs.uk/location/wexham-park-hospital-slough |
| Royal Berkshire NHS Foundation Trust | Royal Berkshire Hospital, Reading  
http://www.royalberkshire.nhs.uk/                                            |
| Oxford University Hospitals NHS Trust | The Oxford Centre for Diabetes, Endocrinology and Metabolism, The Churchill Hospital  
www.ocdem.ox.ac.uk)  
Horton General Hospital, Banbury  
www.ouh.nhs.uk                                  |

**Rotation Information**

This rotation is devoted to training in Diabetes Mellitus and Endocrinology with General (Internal) Medicine. It has been devised to produce first-class training in these disciplines with wide exposure to the full range of clinical conditions. There are excellent opportunities for research in internationally-recognised units in diabetes and endocrinology and many registrars have taken the option of an additional year(s) to complete an MD or PhD.

The overall training programme includes:

1) Semi-structured training in endocrinology and basic diabetes, directed to knowledge, clinical skills and clinical management.

2) Opportunistic training is given in additional aspects of endocrinology and diabetes. These include lipid disorders, paediatric endocrinology and diabetes, reproductive endocrinology, bone endocrinology and ophthalmic
and obstetric aspects of diabetes. Also the management of Diabetes in relation to sports. During training, experience in GIM may be consolidated with a proportion of time working in an intensive care unit.

3) A personal development programme with designated educational supervisors and mentors.

4) Opportunistic training is offered in general management and NHS affairs, including clinical audit.

5) Oxford rotation provides excellent opportunities for research and candidates with an aspiration for academic medicine are welcome.

The job is currently a rotation spanning 5 years. The order of rotation will be negotiated with the training programme director (Dr Moji Akinsola). Training is delivered through various posts located at the Oxford University Hospitals (Churchill Hospital, Horton Hospital), Royal Berkshire Hospitals Foundation Trust, Milton Keynes Hospital Foundation Trust, Stoke Mandeville Hospital, Wycombe Hospital, Frimley Health NHS Foundation Trust (Wexham Park Hospital). Two years are usually spent at the Oxford Centre for Diabetes, Endocrinology and Metabolism (OCDEM), Churchill Hospital attached to the Diabetes and Endocrinology centre. Rotations are subject to change based on educational need and availability of training slots. Research is encouraged, particularly in the context of time out of the rotation for formal research.

Accountability and Supervision:

The Specialist Trainee will be professionally accountable to the Director of the rotation scheme in Endocrinology and Diabetes (Dr Moji Akinsola) and to the Clinical Manager of the appropriate department.

Each registrar has an educational supervisor for each year of the scheme and a mentor for the duration of the rotation.

Trust Information

WEXHAM PARK HOSPITAL

Wexham Park Hospital (WPH) is one of the acute medical sites for Frimley Health NHS Foundation Trust. The hospital covers a population of about 400,000 people.

The Diabetes and Endocrine Consultants are Dr Dove, Dr Akinsola, Dr Heffernan, Dr Mohammadi and Dr Roberts. Each has a supervisory role for the registrars. Dr Walker is the consultant biochemist who runs the lipid clinic and oversees the rarer metabolic patients who attend the endocrine clinic. We encourage trainees to make
the most of their time with us, and aim to tailor training to the specific needs identified at the initial meeting.

We have a formal programme for Trust and local induction. We operate a rotational ward based system with each Consultant covering the medical ward for a period of two weeks at a time. WPH operates a ward based system for medical admissions where each team is allocated a medical ward and an outlying ward. The rest of the Firm comprises of a Core Medical trainee, a GP-trainee and 2 Foundation year 1 trainees to look after a ward base of 36 patients. The number of outliers is variable according to the time of year (2-10 patients). There are also ward referrals and when needed the team will have ongoing input into a patient’s care where they remain under another specialty. A close working relationship with the diabetes in-patient nursing team is expected. When two registrars are in post we operate an ‘on-the ward’ and ‘off-the ward rotation’, to allow time for audit and personal development. We have a ward rota spreadsheet that makes planning for Study/Annual leave easier.

The 2 registrars are part of a full shift rota having duties when on call covering either emergency admissions or ward cover.

The clinics are held at Wexham Park Hospital, Slough and King Edward VII Hospital in Windsor. We aim for attendance at three clinics a week as a minimum depending on the acute take rota; a general endocrine clinic, a diabetes clinic as well as a speciality clinic (joint antenatal clinic, lipid disorder clinic and diabetic foot clinic). There are opportunities to attend the following as well: transitional diabetes clinic, an insulin pump clinic, a type 1 patient education course and a thyroid cancer clinic. There is also scope to attend the weekly diabetic foot MDT and ward round which is joint with a Vascular surgeon, Podiatrist and a Microbiologist. We have a monthly educational Endocrine Radiology meeting to discuss interesting cases.

The registrars will be expected to participate in the governance of the department including quality-improvement, audit, teaching, presentations and other responsibilities. We have an excellent weekly medical grand round, and more formal monthly Trust-wide academic half-days. There are monthly showings of the Royal College of Physicians Teach-in, in the post-graduate centre, so as to avoid having to travel into London. Everyone in the Trust has access to UpToDate®, and we have online access to JCEM. There are copies of Diabetic Medicine available in the diabetes centre and there is full access, including out-of-hours to the John Lister postgraduate centre library.

The registrars are expected to attend all teaching opportunities at Oxford both in GIM and Diabetes and Endocrinology. There are opportunities to attend Clinical Commissioning group (CCG) meetings such as the Diabetes Steering Group which all 3 local CCGs attend. Registrars are encouraged to partake in service development and Governance meetings.

The Diabetes Centre at King Edward VII hospital is part of Berkshire Healthcare Foundation Trust (BHFT) and as such forms part of community services. The diabetologists are contracted by BHFT for their clinics which allows the registrars to experience a different model of care.
One of the endocrine clinic runs alongside the ENT-lump in the neck clinic and allows us a very good working relationship with our ENT colleagues in the work up of patients requiring either thyroid or parathyroid surgery.

The outpatient endocrine tests are performed on the Medical Investigations Day Unit (MIDU) at WPH.

Our aim is to give you the training you need, at whatever stage you are. We encourage feedback. If there are any questions, please do not hesitate to contact one of us; david.dove@hwph-tr.nhs.uk, moji.akinsola@hwph-tr.nhs.uk, hema.heffernan@hwph-tr.nhs.uk, alireza.mohammadi@hwph-tr.nhs.uk, or sarah.roberts@hwph-tr.nhs.uk.

STOKE MANDEVILLE HOSPITAL

This post offers the opportunity to join a well-established multi-disciplinary diabetes care team and to participate with the other team members in providing the core hospital facility for a district wide diabetes and endocrinology service which is fully integrated with primary care.

Our new Diabetes Centre opened in 2009 and incorporates an outpatient area with room for multidisciplinary specialist clinics and state-of-the-art educational facilities. SpRs are provided with a desk and computer in the administration area enabling close liaison with the consultants, secretaries and diabetes specialist nurses.

Diabetes and Endocrinology provides Acute Medical in-patient care as “Team A”. Patients are divided between 2 consultants (1 post vacant) and junior doctors are expected to cross cover as required. A consultant is available from within the team 5 days a week.

Post: Full-Time Specialist Trainee Training (Resident on Call)

Specialty: General Medicine/Diabetes & Endocrinology

On-Call: 1 in 10 (Day/ night shifts compliant with European working time directive)

Supervising Consultant: Dr S Gardner

Medical Staff: 2 Specialist Trainees (including this post)
2 Senior House Officers (1x F2 (shared with haematology), 1x VTS)
3 House Officers (3x F1)
Duties:
1. Assistance with the care, investigation and treatment of in-patients admitted under the care of Dr Gardner
   Supervision of House Officers.
2. Support to the provision of the diabetes service and the work of the Diabetes Education and Treatment Centre.
3. Management of general medicine, endocrine and diabetic out-patients in the outpatient clinics.
4. Day Case Endocrine Investigations
5. Communication with general practitioners by ward discharge summary and out-patient correspondence.
6. Participating in the organization and execution of case presentation, audit and other postgraduate education for the Department of Medicine.
7. The two registrars work as part of the Diabetes and Endocrine team and participate in all types of outpatient clinic, typically doing 3 clinics a week each. These may include Young Adult Diabetes, Antenatal Diabetes and Endocrinology, Renal diabetes, Insulin pumps and Diabetic Foot Clinic.

Timetable:

<table>
<thead>
<tr>
<th>Day</th>
<th>AM</th>
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<tr>
<td>Monday</td>
<td><strong>Endo\GIM Clinic</strong></td>
<td>Consultant Ward Round</td>
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<tr>
<td>Tuesday</td>
<td><strong>Type 2 Diabetes Clinic</strong></td>
<td><strong>Type 1 Diabetes Clinic</strong></td>
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<td></td>
<td><strong>Consultant Ward round</strong></td>
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<tr>
<td>Wednesday</td>
<td>8.30 X-Ray Meeting</td>
<td><strong>Type 2 Diabetes Clinic</strong></td>
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<td></td>
<td>9.00 Postgraduate Meeting /</td>
<td>Combined diabetic foot clinic</td>
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<td></td>
<td>Case Conference</td>
<td>monthly</td>
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<td></td>
<td>Multidisciplinary Team Meeting</td>
<td><strong>SpR Ward round</strong></td>
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<tr>
<td>Thursday</td>
<td><strong>Diabetes Clinic (T1 and T2DM alternate weeks)</strong></td>
<td>Consultant Ward round</td>
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<tr>
<td></td>
<td>Diabetic Team Educational Meeting</td>
<td>Joint Antenatal Diabetes\Endo clinic</td>
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<td></td>
<td>Renal Diabetes Clinic</td>
<td>Adolescent Diabetes clinic</td>
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<tr>
<td>Friday</td>
<td><strong>Endo\GIM:\PCOS clinic</strong></td>
<td>Endocrine Teaching</td>
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<td><strong>Consultant Ward round</strong></td>
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Registrar required for clinics in bold
WYCOMBE HOSPITAL

This post offers the opportunity to join a well-established multi-disciplinary diabetes care team and to participate with the other team members in providing the core hospital facility for a district wide diabetes and endocrinology service which is fully integrated with primary care.

Wycombe Hospital is home to an emergency cardiology service and a regional hyperacute stroke service, and the registrar will provide out of hours general medical on-call support for these services as well as inpatients.

Post: Full-Time Specialist Trainee Training (Resident on Call)
Specialty: General Medicine/Diabetes & Endocrinology
Supervising Consultant: Dr H Brain (HB)

Duties:

2 Support to the provision of the diabetes service and the work of the Diabetes Education and Treatment Centre.
3 Management of general medicine, endocrine and diabetic out-patients in the outpatient clinics.
4 Day Case Endocrine Investigations
5 Communication with general practitioners by ward discharge summary and out-patient correspondence.
6 Participating in the organization and execution of case presentation, audit and other postgraduate education for the Department of Medicine.
7 Working as part of the Diabetes and Endocrine team and participate in all types of outpatient clinic, typically doing 3 clinics a week each.
8 The Training Registrar will also be encouraged to experience the specialist clinics in Paediatrics, Young Adult Diabetes, Antenatal diabetes and Endocrinology, Renal diabetes, Insulin pumps and Diabetic Foot Clinic.


**Timetable:**

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<th>Day</th>
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<tr>
<td>Monday</td>
<td><strong>Endo|GIM Clinic</strong></td>
<td>Consultant Ward Round</td>
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<td></td>
<td><strong>Diabetes Team meeting</strong></td>
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<tr>
<td>Tuesday</td>
<td><strong>FY wardround</strong></td>
<td>Research</td>
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<tr>
<td>Wednesday</td>
<td><strong>Pregnancy Endocrine clinic</strong></td>
<td>Registrar Teaching</td>
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<tr>
<td>Thursday</td>
<td><strong>Diabetic Team Meeting</strong></td>
<td>Endocrine Clinic</td>
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<td><strong>Renal Diabetes Clinic or Endo clinic</strong></td>
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<td></td>
<td><strong>Grand Round</strong></td>
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<tr>
<td>Friday</td>
<td><strong>Monthly diabetes sports clinic</strong></td>
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<td></td>
<td><strong>Ward round</strong></td>
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Registrar required for clinics in **bold**

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**Milton Keynes Hospital NHS Foundation Trust**

Milton Keynes Hospital (MKHFT) is centrally located in central Milton Keynes, with easy access to it by train and roads. It is also well connected to major cities like London, Oxford and Cambridge. Milton Keynes, a modern and vibrant city, is one of the fastest growing in the United Kingdom. The training post in Milton Keynes has a lot to offer.

Training in diabetes

**Outpatients:**

Working with two dynamic consultants, trainees will gain experience and training in general diabetes care, antenatal diabetes, adolescent and transition diabetes, foot care. In addition, there is a rapidly developing insulin pump service, with nearly 60 patients on insulin pumps at the end of 2010. The diabetic retinal screening program for Buckinghamshire (encompassing Aylesbury, Wycombe, Milton Keynes) is based in Milton Keynes, and trainees are encouraged to develop this interest if they so wish. The trainee will be working with a very enthusiastic and forward thinking group of diabetes specialist nurses keen to set up and deliver new services. There are also
other clinical staff such as dieticians, podiatrists, with whom the trainees will work closely.

Inpatients:

Nearly 10% of all patients admitted to MKHFT have diabetes mellitus. There is 1 WTE of inpatient diabetes cover provided by two highly motivated diabetes specialist nurses. There is an outstanding opportunity to develop inpatient diabetes care as a special interest. The trainees are expected to support the inpatient specialist nurses in the care of inpatients with diabetes. There are also many opportunities for audit, and service development, which is a highly desirable quality sought after by many consultant interview panels.

Endocrinology:
There has been significant development in endocrinology in MKHFT in the last few years. The service caters to a wide catchment area, and receives referrals for a variety of endocrine conditions such as thyroid, adrenal, gonadal and pituitary pathology. Most dynamic endocrine testing is done in house, and tertiary endocrine services are provided by OCDEM.

Community diabetes:
The trust, and consultants have an excellent working relationship with colleagues in the community. As a path of natural progression, there is a new diabetes intermediate care service that has been set up, with some nationally pioneering work practices. This would be a real opportunity for trainees not only to get experience and training in this emerging mode of diabetes care but also help set up new services and develop an interest in community diabetes.

General Medicine:
Milton Keynes is very busy in term of its general medicine, with a very diverse and fluid population. There is a higher than expected prevalence of unusual diseases in addition to those usually prevailing in general medical takes elsewhere. For example, sickle cell disease, tuberculosis, malaria are not very uncommon. The trainee will run the on call, coordinating staff admitting patients into the clinical decisions unit (CDU). There is ever present consultant support, with at least 3 consultant ward rounds a day. There is also excellent support from specialties such as cardiology, respiratory medicine, neurology and infectious diseases/microbiology. In addition to clinical training, there are plenty of opportunities for audit and service development.

Research, audit and publications:
The trust is taking an increasing amount of interest in research and development. The trainees are encouraged to develop their interests or to join existing projects to develop their research skills. Trainees in the last few years have been successful in getting abstracts in international meetings, and are strongly encouraged to write case reports, with the more than adequate clinical material available. There is a very supportive audit department that helps in data collection and analysis. The trainees are required to participate in national and local audits.

Management training:
It is being increasingly recognised that higher specialist trainees do not get enough management training during their clinical training. The consultants at MKHFT are very keen that trainees are exposed to adequate management training. Opportunities for development include setting up and developing new services such as intermediate care diabetes, leading change in primary care, supporting local enhanced services to name a few. Trainees are also encouraged to attend meetings with PCTs, and other commissioning bodies. Training will also be given in preparing for peer visits.

Education:
Trainees are strongly encouraged to involve themselves in medical education of students, nurses, junior doctors and consultants. There are regular educational discussions with consultants, discussing current literature, guidelines and sometimes tangential topics which are meant to stimulate thought and encourage discussion outside defined parameters. For the more traditionally inclined, there are weekly grand rounds, journal clubs and specialty MDTs.

Milton Keynes aims to develop balanced, well informed and dynamic specialists. The opportunities for training here are immense. Past trainees have expressed a high level of satisfaction, and are happy to recommend MKHFT for placements.

It is not all work, as for the ones with any spare energy after all of the above, there are plenty activities such as sailing, indoor skiing (one of the largest indoor ski slopes in Europe), indoor sky diving and rock climbing. For the discerning (or those with a fear of heights), there is always the theatre and fine dining. Getting here is easy (very little traffic owing to the grid system). Feel free to come and talk to one of us- Dr Shanthi Chandran (Shanthi.chandran@mkhospital.nhs.uk) or Dr Asif Ali (asif.ali@mkhospital.nhs.uk)

The Royal Berkshire Hospitals NHS Foundation Trust

The Reading hospitals serve a catchment population of 550,000. Reading is a University town. Acute services are located at the Royal Berkshire Hospital.

The Royal Berkshire Hospital has 482 beds. The Accident & Emergency Department, and Intensive Care Unit are based on this site as are all other services apart from Elderly Care Medicine, Rheumatology and Rehabilitation, Urology and half of General Medicine. These services are currently located at Battle Hospital but all services will move onto the Royal Berkshire Hospital site within the next five years.

JOB SUMMARY

<table>
<thead>
<tr>
<th>Consultants</th>
<th>Dr Ian Gallen, Dr Theingi Aung, Dr Aparna Pal</th>
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<tbody>
<tr>
<td>Associate Specialist</td>
<td>Dr Diptendra Ghosh</td>
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<tr>
<td>Specialist Registrar</td>
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</table>
The Specialist Trainee will attend 3 clinics per week, namely endocrine, general medicine and diabetes. There are a large number of other clinics at which attendance is encouraged in a supernumerary capacity. These include joint diabetic antenatal, lipid, diabetic foot, joint thyroid cancer and diabetic retinopathy clinics and polycystic ovary clinics.

All clinics are held in the spacious Diabetes Centre. The Diabetes Centre houses 5 diabetes Specialist nurses, 4 Community Diabetes Specialist Nurses, 3 clinic nurses, diabetes secretaries and two research nurses.

Six metabolic beds in the main hospital are available for endocrine investigations. The large catchment population of 550,000 ensures a comprehensive range of endocrinology. All endocrine patients are investigated ‘in house’ with the exception of pituitary surgery, which is referred to the Radcliffe Infirmary, Oxford.

Pathology services are based at the Royal Berkshire Hospital. The X-ray Department contains a new generation CT scanner, an MRI scanner, colour flow doppler, digital subtraction angiography and full facilities for invasive radiology. A Consultant Radiologist is available out of hours for emergencies.

The on-call rota is basically one in five with prospective cover. The rota meets the new requirements for reduced hours of work for training grade doctors. Applicants are encouraged to discuss the rota in more detail with the current Specialist Trainee.

RESEARCH & AUDIT

There will be protected time for research (2 half days per week). Two experienced research nurses are attached to the department and Specialist Trainees are given every encouragement to undertake and complete a clinical research project and an audit project during their year in Reading.

MK Hospital is now home to the UK’s youngest medical school (University of Buckingham Medical School). This opens up opportunities to be involved in medical student teaching, and develop an interest in medical education.

CONTRACTUAL

The appointment is for whole time, for one year, resident when on-call. Applicants are encouraged to obtain further details of conditions of service from our Medical Staffing Department. Applications are invited to visit the Royal Berkshire Hospital to meet Dr Simpson and current training doctors. Appointments can be made by telephoning 0118 987 7969.
OXFORD UNIVERSITY HOSPITALS NHS TRUST

1. SPECIALIST DIABETES AND ENDOCRINOLOGY AT OCDEM

The Department is based at the Oxford Centre for Diabetes, Endocrinology and Metabolism (OCDEM) at The Churchill Hospital, one of the Hospitals in the Oxford University Hospitals NHS Trust. OCDEM opened in April 2003 and houses both NHS clinical and University of Oxford Research activities, with shared seminar rooms, lecture theatres, library and coffee area. The Centre offers a unique opportunity to benefit from the combination of clinical and international standard research activities, and for Specialist Trainees to meet research staff (several of whom may be Specialist Trainees from the Oxford and other rotations taking time out in research working towards higher degrees).

Description of Specialty Services Provided

The NHS department provides a modern multidisciplinary approach to the care of Endocrinology, Diabetes Mellitus and Lipid Disorders and operates from its own outpatient and investigation units and dedicated inpatient beds housed in the Centre. The outpatient service includes consultant clinics in the Centre and outreach to clinics in Oxfordshire community hospitals, and an inpatient diabetes and endocrine consultation service to the John Radcliffe Hospital and other hospitals in central Oxford. It provides a consultative and management service for patients with Lipid disorders in Oxfordshire, and for non-diabetic endocrinology service for Oxfordshire and beyond, with a proportion of tertiary referrals and special activity in pituitary and parapituitary disease at the John Radcliffe Hospital (JR), and Metabolic disease at the Nuffield Orthopaedic Centre.

Diabetes Service

The multidisciplinary diabetes service includes medical staff (including an Ophthalmologist) diabetes specialist nurses, podiatrists and a diabetes specialist dietician, who are all based in the Centre. Out patients clinics take place both in the centre and also in the surrounding town in Witney and Bicester. There are six in-patient beds on Geoffrey Harris Ward, located in the Centre. In addition to general diabetes clinics, there is an opportunity to participate in specialist clinics for Young Adults, Insulin Pumps, Ante-natal diabetes, Diabetes with renal complications (in close liaison with the adjacent Oxford Kidney Unit) and Cystic Fibrosis related diabetes. There is a daily Diabetes Foot Clinic for dealing with complex diabetic foot disease, run by a diabetes specialist podiatrist and team,
working closely with infectious disease physicians and vascular and plastic surgeons. The Diabetes Specialist Nurse and Specialist Dietetic services are leaders in the development of group education for patients with diabetes and professional education for Primary Care and encourage the participation of the Specialist Trainees. There are close relationships with the PCT and Diabetes in Primary Care, and opportunities to attend GP clinics.

Endocrine Service

The service provides assessment and management for patients with the full range of endocrine disorders. There are six in patients beds, which are used for programmed investigation or for perioperative care for patients undergoing pituitary surgery. There are very close links with the department of Neurosurgery, which provides pituitary surgery to patients referred from the UK and overseas. There are four general endocrine out patient clinics per week, which provide excellent opportunities for training in endocrinology. The trainees are actively involved in neuroradiology, abdominal imaging and pituitary multidisciplinary meetings. Specialist clinics are also run providing significant experience in conditions like Turner’s syndrome, Congenital Adrenal Hyperplasia, Late Cancer Effects, Thyroid Cancer, Paediatric Transition, Neuroendocrine Tumours. The Department has also an established Radioactive Iodine Clinic in which trainees can be actively involved as part of the required training for the application for the Administration of Radioactive Iodine Substances Advisory Committee Certificate (ARSAC). Arrangements are also made for each trainee to rotate through relevant clinics in other specialties. These include metabolic bone disease, paediatric endocrinology and fertility.

Lipids

The department provides an outpatient consultant service, closely linked with University research groups, for patients with lipid disorders, and the Specialist Trainee will receive training in the management of such patients.

2. DUTIES OF THE POST

   a) Principal Responsibilities:

   The Specialist Trainee’s duties will be appropriate to the grade and under the direction of the consultant staff in

   - the departments’ outpatients clinics, nearly all of which are held at the Churchill Hospital. (some outlying clinics, such as diabetes clinics at local community hospitals, will be retained.) The number of clinics to be provided weekly is not expected to exceed 4½ sessions.
   - inpatients in the department’s six beds on Geoffrey Harris Ward, whose admissions may be elective or unscheduled.
   - the work of the diabetes and endocrine centre
the diabetic, endocrine and lipid clinic consultation services in Oxford, including central Oxford hospitals and with special reference to the department’s liaison with physicians and surgeons of the John Radcliffe Hospital.

Duties related to the above areas include assessment/consultation and advice to patients and their carers in wards and outpatient clinics, accurate record-keeping, related correspondence and summaries, own ward rounds as required, consultant ward rounds and review meetings, clinical management, and general duties such as clinical coding, sharing in preparation of rotas, clinic organisation, and supervision of junior grade medical staff.

b) Daily Commitment:

as above

c) Description of Working Pattern

The Specialist Trainee will be non-resident on-call approximately a 1 in 7 rota with the Senior Registrars and consultant to cover the Senior House Officers on Geoffrey Harris Ward. On approximately a 1 in 22 basis, this will be resident, providing general medical ‘hospital at night’ cover for the Churchill Hospital. Consultant cover is always available.

d) Teaching

The Specialist Trainee will participate in the teaching of the Department’s structured course for medical students. Additional ad-hoc teaching of medical students by arrangement is encouraged. He/She will participate in the educational activities of the Diabetes and Endocrinology Centre, including ward and other nurses, dietitians and podiatrists. Voluntary participation in the MRCP courses of the Oxford Postgraduate Centre is encouraged. Ad-hoc teaching of MRCP students is encouraged.

e) Administration/Management

There is specialist registrar representation at departmental management meetings, and the specialist registrar body manages its own on-call rotation, departmental training meetings, etc.

c) Infection Control

Infection control is everyone’s responsibility. All staff, both clinical and non-clinical, are required to adhere to the Trust’s Infection Prevention and Control Policies and make every effort to maintain high standards of infection control at all times, thereby reducing the burden of Healthcare Associated Infections including MRSA.

All staff employed by the ORH trust have the following key responsibilities:
Staff must wash their hands or use alcohol gel on entry and exit from all clinical areas and/or between each patient contact

Staff members have a duty to attend mandatory infection control training provided for them by the Trust

Staff members who develop an infection (other than common colds and illness) that may be transmittable to patients have a duty to contact Occupational Health

3. TRAINING AND RESEARCH OPPORTUNITIES:

a) Training Scheme
   This rotation is devoted to training in Endocrinology and Diabetes Mellitus, in the multidisciplinary Department of Diabetes, Endocrinology and Metabolism at the Churchill Hospital, Oxford including low-intensity GIM training at the Horton General Hospital, Banbury. While ab-initio training in the specialty is provided, the Specialist Trainee will share experience in all areas, according to ability and training need. The overall training programme includes:

   □ Semi-structured training in endocrinology and basic diabetes, directed knowledge, clinical skills and clinical management.
   □ Opportunistic training in extra aspects of endocrinology and diabetes, directed to knowledge, clinical skills and clinical management. These include lipid disorders, paediatric endocrinology and diabetes, reproductive endocrinology, bone endocrinology and ophthalmic and obstetric aspects of diabetes.
   □ A personal development programme
   □ Opportunity for training in general management and NHS affairs, including clinical audit

   □ Clinical research
     You will be expected to undertake an audit that contributes to the Unit management. This should be discussed with your educational supervisor. Rolling audits include outcome in gastrointestinal bleeding (with general medicine), colonoscopy completion rates. You will also be expected to maintain your own record of endoscopic procedures and outcomes (eg colonoscopy completion rates, ERCP cannulation).

   □ Teaching
     The Specialist Trainee will participate in the teaching of the Department’s structured course for medical students. Additional ad-hoc teaching of medical students by arrangement is encouraged. He/She will participate in the educational activities of the Diabetes and
Endocrinology Centre, including ward and other nurses, dietitians and podiatrists. Voluntary participation in the MRCP courses of the Oxford Postgraduate Centre is encouraged. Ad-hoc teaching of MRCP students is encouraged.

☐ Administration/Management

There is specialist registrar representation at departmental management meetings, and the specialist registrar body manages its own on-call rotation, departmental training meetings, etc.

☐ Audit and Clinical Governance:

You will be expected to undertake an audit that contributes to the Unit management. This should be discussed with your educational supervisor. Rolling audits include outcome in gastrointestinal bleeding (with general medicine), colonoscopy completion rates. You will also be expected to maintain your own record of endoscopic procedures and outcomes (eg colonoscopy completion rates, ERCP cannulation).

b) Accountability

The Specialist Trainee will be professionally accountable to the Training Programme Director (Dr Moji Akinsola) and clinically accountable to the Lead Clinician of the Department (Dr G Tan). He/she will be monitored by the consultant staff with whom he/she is from time to time working.

c) Trainers

The Specialist Trainee will receive training from all health-professional members of the department according to need. Ad-hoc arrangements may be made, if necessary, for training in other areas, for example, management, audit and computing.

d) Facilities for Study and Training:

Formal weekly clinical meetings in both endocrinology and diabetes are held in the Centre, and weekly postgraduate metabolic/endocrine meetings are held during term, and the trainee will be expected to present cases as do other department members, at the clinical sessions. The other sessions are often given by outside speakers. Weekly grand rounds in medicine are held at the John Radcliffe Hospital. Trainees are encouraged to participate in the Oxford Diabetes Forum and the Oxford Endocrine Group, and other postgraduate activities as arranged. The Diabetes and Endocrinology Journal Club are held weekly during term. The Regional Physicians meetings are held 3 monthly and the trainees are actively involved with presentation of cases.

MRCP courses are arranged by the Postgraduate Centre, which is at the John Radcliffe Hospital.
In Endocrinology and Diabetes the outpatient cases are reviewed at the end of the clinic session by the clinic participants and in Endocrinology weekly meetings discuss clinical management. There is a weekly informal audit and clinical problems meeting.

There is a branch of the Cairns Medical Library on site, with the usual common journals, on-line search facilities etc., while the main Cairns Library is at the John Radcliffe Hospital. However, the Department itself takes some major journals related to Endocrinology and Diabetes. Arrangements can be made for use of the encyclopaedic Radcliffe Science Library, which is a few minutes’ walk from the Department.

The Department has two rooms for its 5 trainees, and each trainee has his/her own desk. Clinical assistants or research fellows, doing clinical work may also use these rooms, generally having their own desks. ‘SHO’s are based in the doctors’ room on Geoffrey Harris ward.

e) Research:

The University of Oxford research groups within OCDEM are of international standing in the field of diabetes, endocrinology and lipid metabolism, covering a wide ranged of topics from bench to bedside, including genetics, biochemistry, physiology, translational and clinical research. Further details are available at the OCDEM website (www.ocdem.ox.ac.uk). There are outstanding OCDEM opportunities for both laboratory and clinically based research and the Department would hope that the trainee would be involved in at least one research project during the year. Specialist Trainees are encouraged to apply for research fellowships if they wish to undertake research to MD or D.Phil standards.

The trainee is encouraged to participate in the department’s audit activities, initiating, reporting and carrying through clinical audit projects.

f) Postgraduate Medical Education Courses Available:

Postgraduate educational facilities.

3. DEPARTMENT MEMBERS

Consultants
Trainees

Specialist Registrars 5
ST1 (1 Medical & 1 GPVT) 2

Non-Medical Staff

The nursing team in Geoffrey Harris Ward
Endocrine Specialist Nurses
Diabetes Specialist Nurses
Outpatient nurses

Dieticians
Specialist Diabetes Podiatrist & Staff
Operations Manager
Administrative and Clerical Staff

Main Conditions of Service

Appointments to this programme are subject to the Terms and Conditions of Service (TCS) for Hospital Medical and Dental Staff (England and Wales). In addition appointments are subject to:

- Applicants having the right to work and be a doctor or dentist in training in the UK
- Registration with the General Medical Council
- Pre-employment checks carried out by the Trust HR department in line with the NHS employment check standards, including CRB checks and occupational health clearance.

The employing Trust’s offer of employment is expected to be on the following nationally agreed terms:

**Hours** – The working hours for junior doctors in training are now 48-hours (or 52-hours if working on a derogated rota) averaged over 26 weeks (six months). Doctors in training also have an individual right to opt-out if they choose to do so, but they cannot opt-out of rest break or leave requirements. However, the contracts for doctors in training make clear that overall hours **must not exceed 56 hours in a week** (New Deal Contract requirements) across all their employments and any locum work they do.
Pay – you should be paid monthly at the rates set out in the national terms and conditions of service for hospital medical and dental staff and doctors in public health medicine and the community health service (England and Wales), “the TCS”, as amended from time to time. The payscales are reviewed annually. Current rates of pay may be viewed at http://www.nhsemployers.org/PayAndContracts/Pay%20circulars/Pages/PayCircularsMedicalandDental.aspx Part time posts will be paid pro-rata

Pay supplement – depending upon the working pattern and hours of duty you are contracted to undertake by the employer you should be paid a monthly additional pay supplement at the rates set out in paragraph 22 of the TCS. The current payscales may be viewed at http://www.nhsemployers.org/PayAndContracts/Pay%20circulars/Pages/PayCircularsMedicalandDental.aspx. The pay supplement is not reckonable for NHS pension purposes. The pay supplement will be determined by the employer and should be made clear in their offer of employment and subject to monitoring.

Pension – you will be entitled to join or continue as a member of the NHS Pension Scheme, subject to its terms and rules, which may be amended from time to time. If you leave the programme for out of programme experience you may have a gap in your pension contributions. More information can be found at http://www.nhsbsa.nhs.uk/pensions

Annual Leave – your entitlement to annual leave will be five or six weeks per annum depending on your previous service/incremental point, as set out in paragraphs 205-206 of the TCS. The TCS may be viewed at http://www.nhsemployers.org/PayAndContracts/MedicalandDentalContracts/JuniorDoctorsDentistsGPReg/Pages/DoctorsInTraining-JuniorDoctorsTermsAndConditions150908.aspx

Sick pay – entitlements are outlined in paragraph 225 of the TCS.

Notice – you will be required to give your employer and entitled to receive from them notice in accordance with paragraphs 195-196 of the TCS.

Study Leave – the employer is expected to offer study leave in accordance with paragraphs 250-254 of the TCS. Local policy and procedure will be explained at induction.

Travel Expenses – the employer is expected to offer travel expenses in accordance with paragraphs 277-308 of the TCS for journeys incurred in performing your duties. Local policy and procedure should be explained at induction.

Subsistence expenses – the employer is expected to offer subsistence expenses in accordance with paragraph 311 of the TCS. Local policy and procedure should be explained at induction.
Relocation expenses – the employer will have a local policy for relocation expenses based on paragraphs 314 – 315 of the TCS and national guidance at

http://www.nhsemployers.org/PayAndContracts/MedicalandDentalContracts/JuniorDoctorsDentistsGPReg/Pages/DoctorsInTraining-JuniorDoctorsTermsAndConditions150908.aspx

You are advised to check eligibility and confirm any entitlement with the employer before incurring any expenditure.

Pre-employment checks – all NHS employers are required to undertake pre-employment checks. The employer will confirm their local arrangements, which are expected to be in line with national guidance at

http://www.nhsemployers.org/RecruitmentAndRetention/Employment-checks/Pages/Employment-checks.aspx

Professional registration – it will be a requirement of employment that you have professional registration with the GMC/GDC for the duration of your employment. Though the post is covered by NHS Indemnity, you are strongly advised to register with the MPS for professional indemnity.

Health and Safety – all employers have a duty to protect their workers from harm. You should be advised by the employer of local policies and procedures intended to protect your health and safety and expected to comply with these.

Disciplinary and grievance procedures – the employer will have local policies and procedures for dealing with any disciplinary concerns or grievances you may have. They should advise you how to access these, not later than eight weeks after commencement of employment.

Educational Supervisor – the employer or a nominated deputy (usually the Director of Medical Education) will confirm your supervisor on commencement.

General information on the LETB’s management of Specialty Training programmes, including issues such as taking time out of programme and dealing with concerns or complaints, is available at www.oxforddeanery.nhs.uk and in the national ‘Gold guide’ to Specialty Training at http://specialtytraining.hee.nhs.uk/. Please ensure that you inform Health Education Thames Valley of any changes to your contact details.

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