

14 February 2022

To: All Hospital Specialty Registrars at STR 3 or above within any discipline in Northern Ireland and Dental Specialty Trainees

Re: Clinical Academic Training Programme at Queen's University

Queen's University Belfast in partnership with the Northern Ireland Medical and Dental Training Agency (Northern Ireland Postgraduate Deanery) and the relevant Health and Social Care Trust provide Clinical Academic Training opportunities in research and education. Successful applicants will hold a substantive contract of employment with NIMDTA as Single Lead Employer (SLE) and an honorary contract with Queen's. These posts offer candidates a comprehensive experience in clinical academic medicine alongside internationally recognised clinicians and researchers.

We are seeking highly motivated, enthusiastic individuals wishing to excel in both clinical and academic training and who have the ambition to be the next generation of leading academic clinicians.

Applications are now invited for:

- Academic Clinical Fellowship (ACF) and Academic Clinical Lecturer (ACL) posts at ST3 level or above within any discipline in Northern Ireland. General Practice trainees are encouraged to apply for the programme specific General Practice Academic Research Training Scheme (GPARTS) and are not eligible for ACF positions. Informal enquires from doctors may be directed to Professor Peter Maxwell (a.p.maxwell@qub.ac.uk).

and

- Academic Clinical Fellowship (ACF) and Academic Clinical Lecturer (ACL) posts in Dentistry. Informal enquiries from dentists may be directed to Ms Brid Hendron, Postgraduate Dental Dean, NIMDTA, (dentalrec.nimdtahscni.net).

The ACF post is normally for 2 years or until completion of specialty training. Successful applicants will be issued with an Academic NTN. During this period the ACF will participate in clinical training with 25% of their time to undertake research at QUB in the specialty to which they are appointed. They will prepare an application for an externally funded clinical research training fellowship to undertake a PhD/MD.

The ACL post is normally for 3 years or until completion of specialty training. Successful applicants will be issued with an Academic NTN. Please note trainees must have a minimum of 6 months remaining from post start date to completion of specialty training. Trainees with less than 12 months of training remaining who will not have an opportunity to extend their CCT date at ARCP, please note appointment will be subject to an extension of their CCT date or confirmation that their CCT date will remain unchanged. (Please refer to the guidelines on resetting the CCT date of Academic Clinical Lecturers (ACL) in Northern Ireland on page 5 of the job description for further information).

Those appointed at ACL level will already have a postgraduate degree (PhD/MD) or be within six months of submission at time of appointment. They will finish their clinical training while continuing academic development at post-doctoral level with 50% research time at QUB.

Trainees should review the Job Description and employee specifications for the specific criteria. Core clinical competencies will be gained as necessary through access to the essential elements of the training curriculum. Clinical training offers a wide range of opportunities in programmes that have a strong track record in specialty training and academic activities.

You must discuss your application with your NIMDTA Head of School/Training Programme Director (TPD). Please note all appointments will be subject to confirmation of support from your NIMDTA Head of School/Training Programme Director (TPD).

For candidates who already have a PhD in a relevant field but are early in their training, an individualised training plan may be possible.

Applications should be submitted via

<https://www.qub.ac.uk/sites/QUBJobVacancies/AcademicOpportunities/>

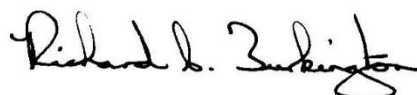
Closing date: **Monday 14 March 2022**

Anticipated interview date: **Thursday 7 April**

Yours sincerely



Dr Ian Steele
Postgraduate Medical Dean
NIMDTA



Dr Richard Turkington
Director, Clinical Academic Training
School of Medicine, Dentistry & Biomedical Sciences, QUB



**Call for Applications for a Specialist Training Post
with Academic Training Opportunities**

**ACADEMIC CLINICAL FELLOWSHIP (ACF)
ACADEMIC CLINICAL LECTURER (ACL)**

In Medicine and Dentistry

GENERIC JOB DESCRIPTION

February 2022

Queen's University Belfast in partnership with the Northern Ireland Medical and Dental Training Agency (Northern Ireland Postgraduate Deanery) and the Health and Social Care Trusts offer a pathway of academic clinical training opportunities in research and education. Successful applicants will hold a substantive contract of employment with NIMDTA as Single Lead Employer (SLE) and an honorary contract with Queen's.

Applications are now invited for:

- Academic Clinical Fellowship (ACF) and Academic Clinical Lecturer (ACL) posts at ST3 level or above within any discipline in Northern Ireland. General Practice trainees are encouraged to apply for the programme specific General Practice Academic Research Training Scheme (GPARTS) and are not eligible for ACF positions.

and

- Academic Clinical Fellowship (ACF) and Academic Clinical Lecturer (ACL) posts from Dental Specialty Trainees.

These posts offer candidates a comprehensive experience in clinical academic medicine or dentistry to work alongside internationally recognised clinicians and researchers. We are seeking highly motivated, enthusiastic individuals wishing to excel in both clinical and academic training and who have the ambition to be the next generation of world leading academic clinicians.

The ACF post is normally for 2 years or until completion of specialty training. Successful applicants will be issued with an Academic NTN. During this period it is expected that the ACF will participate in clinical training with an integrated period of 25% of whole time equivalent academic research training in the specialty to which they are appointed. Trainees will prepare an application for an externally funded clinical research training fellowship to undertake a PhD/MD.

The ACL post is normally for 3 years or until completion of specialty training. Please note trainees must have a minimum of 6 months remaining from post start date to completion of specialty training. For trainees with less than 12 months of training remaining who will not have an opportunity to extend their CCT date at ARCP, please note appointment will be subject to an extension of their CCT date or confirmation that their CCT date will remain unchanged. (Please refer to the guidelines on resetting the CCT date of Academic Clinical Lecturers (ACL) in Northern Ireland on page 5 of the job description for further information).

Successful applicants will be issued with an Academic NTN. Those appointed at ACL level will already have a postgraduate degree (PhD, MD), or evidence from supervisors that it will be submitted within 6 months of the interview, including date of submission. They will finish their clinical training while continuing academic

development at post-doctoral level with 50% research time at QUB. Trainees who already have a PhD prior to their medical/dental degree will also be considered for ACL posts.

Deferring the start date of a specialty training programme

Applicants can normally only defer the start of an ACF/ACL post on statutory grounds such as personal ill health or maternity leave. Commencement cannot be deferred for reasons such as research. Applicants who have had a period of ill health or maternity during the training programme from which they are applying will be permitted to defer their entry to an ACF/ACL post by the same period of time (whole time equivalent).

With prior agreement of NIMDTA and QUB it may be possible to start an ACF/ACL post in February of a clinical year rather than the more usual early August starting point of clinical posts.

Resetting the CCT date for Academic Clinical Lecturers (ACL) in Northern Ireland

As per the Gold Guide (4.142 GG8) it is possible to extend the time until CCT date by up to twelve months for ACL trainees through the ARCP process at the end of the first year as an ACL. The following regulations will apply:

- The requirement to have the CCT extended upon review at the ARCP at the end of the first year of ACL for up to 12 months is open to all current and to prospective ACLs with at least 6 months of training remaining.
- On appointment to the ACL programme the trainee should review the previously determined expected date of CCT with their Educational Supervisor, Training Programme Director/Head of School and Academic Supervisor. The feasibility of still completing CCT by that time should be reviewed, as 50% of time will be spent in academic activities. Where it is expected it will no longer be possible to complete the clinical training or develop the necessary academic ability by the previously determined date the possibility of a reset of CCT at the first year ARCP by up to 12 months should be discussed.
- Progress should be reviewed at the six month point in the first year of ACL by the Educational Supervisor, Training Programme Director/Head of School and Academic Supervisor. This review will help inform the ARCP process at the end of the first year through the Educational and Academic Supervisors' reports. Where the ARCP panel assess that the CCT date is no longer realistic for completion of clinical training or achievement of academic milestones the CCT date can be reset by up to 12 months.
- If there isn't an identified need to reset the CCT date at the time of the ARCP at the end of the first year of the ACL any other extensions required to allow completion of clinical training will be through the use of ARCP outcome 3 (or 10.2 where relevant) as described in the Gold Guide.

- On achieving outcome 6 and CCT no further extensions to training will be considered. The trainee will have been eligible to apply in advance for a six month Period of Grace as for other NIMDTA trainees.

Areas of Research and Clinical Training Opportunities

No specific areas of research training are specified but should align with current research strategy and activity in QUB. Appointed trainees will be expected to join a Research or Education Centre in the School of Medicine, Dentistry & Biomedical Sciences in Queen's University, Belfast. The Centres are listed below and further information is available on the web <http://www.qub.ac.uk/schools/mdbs/>

- Patrick G Johnston Centre for Cancer Research (PGJCCR)
- Centre for Public Health (CPH)
- Wellcome Wolfson Institute for Experimental Medicine WWIEM)
- Centre for Medical Education (CME)

Each candidate will be supported from a host Research Centre or Educational Research within CME (as above). **A letter of support from the Centre Director of your research project must be submitted with this application.**

Normally candidates will have support from a Principal Investigator as a supervisor in one of the Centres within the School of Medicine, Dentistry & Biomedical Sciences. Successful candidates who do not have a clinical academic supervisor will be allocated to a Principal Investigator (PI) in one of the Centres appropriate to their area of research interest.

Organisation of the Programme

Academic Base

Academic Research and Education Centres within the School of Medicine, Dentistry and Biomedical Sciences, Queen's University, Belfast.

Clinical Base

Medical - Health and Social Care Trust, or other Health and Social Care Agency and Queen's University Belfast.

Dental - Dental Hospital, Belfast Health & Social Care Trust

Training Structure

Core clinical competencies will be gained as necessary through access to the essential elements of the training curriculum. The clinical training bases together provide an appropriate and wide range of clinical opportunities and have a strong track record in specialty training rotation.

Post Details

Title: Academic Clinical Fellowship (ACF) or
Academic Clinical Lecturer (ACL)

Brief Outline

Medicine - The clinical programme is designed to provide training for those at ST3 level or above and will include rotations in a Northern Ireland Hospital, usually the Belfast Health & Social Care Trust or the Public Health Agency. In all posts there will be a significant research contribution. For those entering at Academic Clinical Fellowship level this will allow trainees to undergo research training and begin a programme of research to develop an application for an externally funded PhD programme. Individuals who have completed a postgraduate degree (PhD/MD) may enter at Academic Clinical Lecturer level and pursue a supervised programme of postdoctoral research, working towards a fellowship application.

Dentistry - Individualised clinical rotations, dependent on level of experience, will be based within the Dental Hospital. In all posts there will be a significant research contribution. For those entering at ACF level this will allow trainees to undergo research training and begin a programme of research to develop an application for an externally funded PhD programme. Individuals who have completed a postgraduate degree (PhD) may enter at Academic Clinical Lecturer level and pursue a supervised programme of postdoctoral research, working towards a fellowship application.

Teaching

The post holder will contribute to the undergraduate and postgraduate teaching programmes within the School of Medicine, Dentistry & Biomedical Sciences and will be involved in the assessment of students. In addition, they will have personal mentoring responsibilities for a small group of students on the MB BCh BAO and BDS programme in dentistry programmes.

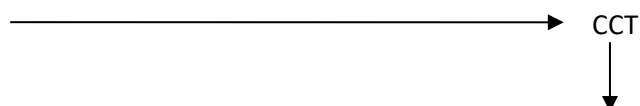
Clinical Duties

There will be agreed clinical duties in each of the posts in accordance with training needs and These will be agreed with the appropriate training committee at NIMDTA.

Please refer to the relevant job descriptions and employee specifications for doctors or dentists.

ACADEMIC TRAINING PATH

Northern Ireland



The timings of personal fellowships are indicative – there should be flexibility according to individual career progression

Medical School	Foundation Programme	CORE TRAINING	Hospital Specialist Training	Academic position
MB Intercalated BSc, MPH, MRes Summer Studentships MB/PhD Graduate Entry Training	Academic Foundation Year F1 F2	Core Training 1 - 3	Academic Status Academic Clinical Fellowship (ACF) Academic Clinical Lectureship (ACL) Clinical Training 1 2 3 4 5 Personal Fellowship Clinical Research Fellows 3 years Clinician Scientist Fellowship or Educational Training up to 4 years	Senior Lecturer Further specialty / sub-specialty training Senior Clinical Fellowship

Academic F2 : Academic F2 training posts are for 4 months.

Hospital Specialty ACF/ACL: Trainees already appointed at ST3 or above are eligible to apply. Trainees who have undertaken postgraduate research (PhD or MD) should have already submitted their thesis, or be within six months of submission.

GP ACF/ACL: Trainees already appointed at ST2 or above are eligible to apply. Trainees who have undertaken postgraduate research (PhD or MD) should have already submitted their thesis, or be within six months of submission.

Career Pathway

ACFs who are successful in achieving research funding and who achieve clinical and academic training targets will normally move into a period of full time research in a funded PhD training programme at the end of Year 2. They will then be eligible to progress into the clinical lecturer grade in their post-doctoral period whilst they complete higher specialist training and prepare for a senior academic career post. The selection of candidates at ACF level is enhanced by the opportunities offered to able individuals by the creation of academic F2 posts. These initiatives have the added benefit of providing further stimulation to academic strategy in those research themes into which trainees are recruited.

Those appointed to an ACL post will be expected to compete for clinician scientist schemes and apply for external funding to undertake research

SCHOOL OF MEDICINE, DENTISTRY & BIOMEDICAL SCIENCES PRIVACY NOTICE
Applicants to Academic Clinical Lecturers (ACL) and
Academic Clinical Fellows (ACF) posts

Queen's University Belfast ("we", "us" and "our") is committed to protecting your personal data. The notice is addressed to applicants for Academic Clinical Lecturers (ACL) and Academic Clinical Fellows (ACF) posts ("you" and "your"). This Privacy Notice tells you why we need to collect personal information about you, what we will do with it, and how we will look after it. It also tells you about your legal rights in relation to your Personal Data. If you have any questions about this privacy notice, please contact us. Contact details are provided below.

Trainees who are registered students of Queen's University Belfast should also refer to the **University's Student Privacy Notice** available at <http://www.qub.ac.uk/about/Leadership-and-structure/Registrars-Office/Information-Compliance-Unit/Data-Protection/> in relation to how we collect and use your personal data as a student.

Trainees who are employees/staff of the University should also refer to the **University's Staff Privacy Notice** at in relation to how we collect and use your personal data as a member of staff.

WHO WE ARE

We are Queen's University Belfast, a university with a reputation for excellence in education and research and a member of the Russell Group. Founded in 1845 as Queen's College Belfast, we became an independent university in 1908. The Postgraduate and Professional Development Office is located within the School of Medicine, Dentistry & Biomedical Sciences, Whitla Medical Building, 97 Lisburn Road, Belfast, BT9 7BL.

HOW YOUR PERSONAL DATA IS COLLECTED

1. **Information you provide:** Through the application process for the posts of ACL and ACF training posts you will be required to provide certain information, such as your name, Deanery, student number, contact details, project details, GMC/GDC number, specialty, training posts. This is known as your "Personal Data". We may also ask you for some special categories of information (for example [criminal convictions, health, religion] and equal opportunities information). This is known as your "Sensitive Personal Data".
2. **Data from other sources:** We also collect information about you from other sources and this also forms part of "Personal Data". This includes information from:
 - Northern Ireland Medical and Dental Training Agency (NIMDTA) will forward all application paperwork submitted to them. The application form and any information provided will be restricted to designated persons within NIMDTA, QUB, HSC Trust/s and other persons who need to see it as part of the selection process and who are authorised to do so.
 - NIMDTA to provide details on your current HSC trust and details on your expected posting at commencement of post. This will include, service group, service manager, clinical director, Clinical Supervisor in HSC Trust and Educational Supervisor in HSC Trust.
 - If successfully appointed to a training post, information may be passed to designated persons in your first or lead employing organisation and any HSC Trust through which you rotate to facilitate your appointment to include requesting a staff transfer form to determine appropriate salary and request out-of-hours requirements to determine banding payments.

- We also collect data about you from past employers, local public services and the Police – for use in Access NI checks or similar background checks – local and national government agencies, occupational health, training and accrediting bodies and persons listed in your applications as personal references.

HOW WE USE YOUR PERSONAL DATA

3. We use your Personal Data and Sensitive Personal Data in the following ways:
 - For the purposes of processing your application for the post of an Academic Clinical Lecturer or Academic Clinical Fellow.
 - To ensure the smooth transition of successfully appointed candidate/s from an HSC Trust to QUB who will be responsible for making salary and out-of-hours banding payments.
 - For equal opportunities monitoring purposes.

LEGAL BASIS FOR COLLECTING AND USING YOUR PERSONAL DATA

4. We will only use your Personal Data if we have valid reasons for doing so. These reasons are known as our “legal basis for processing”. In certain circumstances we may ask for your consent to process your information. At other times we may be required to process your information to enable us to fulfil our part of the contract we have with you. There are circumstances where we have a legitimate interest to process your personal data, for example to provide you with a service which you have requested. The legal bases for processing your Personal Data are,
 - **Legitimate Interest** – Queen’s is required to collect, process and share relevant data with NIMDTA and , where appropriate, with your HSC employer in order to carry out our official functions as a Local Education Provider for postgraduate medical and dental training.
 - **Legal Obligation** - NIMDTA are responsible for the educational governance of all approved foundation programmes and specialty training including GP and Dental training programmes. Deaneries are expected to demonstrate compliance with the standards and requirements that are set out by the General Medical Council and General Dental Council.
 - **Vital Interest of patient safety** - We are required to collaborate closely with NIMDTA to meet the GMC and GDC standards for postgraduate medical and dental education and the directives of the Department of Health and to ensure that doctors and dentists in training gain the requisite knowledge, skills, attitudes and qualifications to become capable practitioners. Patient safety is at the core of the standards and education and training should only take place where patients are safe, the care and experience of patients is good and education and training are values.

WHO WE SHARE YOUR DATA WITH

5. In line with our Data Protection Policy and Procedures we can share your information, including Personal Data and Sensitive Personal Data, with the following parties for the purposes set out above for the reasons outlined in section 3:
 - The Northern Ireland Medical and Dental Training Agency (NIMDTA);
 - Your Health and Social Care Employer, where appropriate;
 - and other persons who are part of the selection process

DATA PROCESSING OUTSIDE EUROPE

6. We will not transfer your Personal Data and Sensitive Personal Data outside of the European Economic Area.

HOW LONG YOUR INFORMATION WILL BE KEPT

7. We will keep your personal data only as long as is necessary for the purpose(s) for which it was collected, and in accordance with the University's Records Management Policy. We will only keep your information if we need it for one of the reasons described above. We place great importance on the security of the Personal Data that we hold, including the use of physical, technological and organisational measures to ensure your information is protected from unauthorised access and against unlawful processing, accidental loss, alteration, disclosure, destruction and damage.

YOUR RIGHTS

8. The Data Protection Act 2018 provides you with a number of legal rights in relation to your Personal Data, including the right:
 - to request access to your Personal Data;
 - to request correction of your Personal Data that is wrong or incomplete;
 - to request erasure or the restriction of processing of your Personal Data;
 - to request the transfer of your Personal Data in a structured; commonly used machine-readable format;
 - not to be subject to automated decision making; and
 - to withdraw your consent.
9. If you wish to exercise any of the rights set out above, or require further information about any of the rights, please contact us.
10. Where we need to collect your Personal Data, whether for the purposes of providing a service you have requested or under the terms of a contract we have with you, and you fail to provide that information when requested, we may not be able to provide the service or perform the contract. We may, therefore, have to cancel the contract or the service we provide to you but we will notify you if this is the case at the time.
11. There may also be times where we cannot stop using your Personal Data when you ask us to, but we will tell you about this if you make a request.

CONTACTING US

12. If you have any questions or comments about this privacy notice, the University's Data Protection Officer can be contacted at:

Data Protection Officer
Registrar's Office
Lanyon South
Queen's University Belfast
University Road
BT7 1NN
info.compliance@qub.ac.uk

COMPLAINTS

13. You have the right to complain about how we treat your Personal Data and Sensitive Personal Data to the Information Commissioner's Office (ICO). The ICO can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane

Wilmslow
Cheshire
SK9 5AF

CHANGES TO THIS NOTICE

14. We may update this Privacy Notice from time to time. We will notify you of the changes where we are required by law to do so.