

**Further Information relating to Clinical responsibilities:
Clinical Senior Lecturer in Clinical Haematology**

SAMPLE JOB PLAN

The successful applicant will have clinical sessions appropriate to the candidate's area of expertise and as agreed on appointment in the integrated annual job plan.

This post will comprise 10 programmed activities, of which 5 will be HSC PAs and 5 will be funded from academic sources. Clinical PAs will include a maximum of 4.25 for direct clinical care (DCC) and 0.75 supporting programmed activities (SPA). The academic PAs will also include 0.75 SPA. The DCCs will be made up of a combination of inpatient and outpatient activity.

The exact timings within the week will be determined in line with the successful candidate's research and teaching areas and the relevant clinical teams within which they will work.

Suitable office space and facilities with IT access will be made available at both the Belfast HSC Trust and University sites as required. The consultant will have appropriate administrative support in both QUB and the at the Belfast City Hospital (BCH) site in BHSCT.

Below is a potential weekly schedule (PA split: HSC=5, QUB=5). These should be regarded as flexible and averaged over the year (for example - the post holder could have the ability to clear the schedule of HSC work at times when needing to organise examinations in the annual student assessments). The final job plan will be agreed between the successful candidate, the PGJCCR Director in QUB and the relevant Clinical Director (or Divisional Chair) in BHSCT.

Day	Time	Work Activity	Location	DCC	QUB	SPA
Monday	09.00 – 10.00	Patient administration /handover	BCH	0.25		
	10.00 – 13.00	Ward round	BCH	0.75		
	13.00 – 17.00	BWS MPN Clinic	BCH	1.0		
Tuesday	09.00 – 13.00	Academic	QUB		1.0	
	13.00 – 17.00	Academic	QUB		1.0	
Wednesday	09.00 – 13.00	BWS Leukaemia clinic	BCH	1.0		
	13.00 - 17.00	Academic	QUB		1.0	
Thursday	09.00 – 10.00	Leukaemia MDM	BCH	0.25		
	10.00 – 13.00	Ward round	BCH	0.75		
	13.00- 14.00	Patient/clinical admin	BCH	0.25		
	14.00 – 17.00	CPD/audit /clinical governance/M and M meeting	BCH			0.75
Friday	09.00 – 13.00	Academic	QUB		1.0	
	13.00 – 17.00	Academic	QUB		0.25	0.75
Total				4.25	4.25	1.5

Additional clinical PAs

The On-Call rota commitment will be subject to agreement following appointment. The on-call rota is currently a 1:12 rota with an allowance of 0.3 PAs and 3% on call payment. An additional 0.15 PAs is also available for those who participate in the Leukaemia service for admissions on a 1:8 rota.

Day	Time	Work Activity	Location	DCC	QUB	SPA
Flexible		Leukaemia service for admissions 1:8	BCH	0.15		
Weekend		On call 1:12	BCH	0.30		

Emergency on-call

This section includes all of your prospective emergency on-call work and the agreed availability for on-call.

Statement of availability

1 in 12 @3%

Category A: You are typically required to return immediately to the Trust when called or to undertake interventions with a similar level of complexity to those that would normally be carried out on site, such as telemedicine or complex telephone conversations.

The Belfast Trust

The Belfast Trust delivers integrated health and social care to approximately 340,000 citizens in Belfast and provides the majority of regional specialist services for the population of Northern Ireland (1.8 million people). With an annual budget of £1.3bn and a workforce over 20,000, the Trust also comprises major teaching and training hospitals.

Hospital Profiles

The Royal Hospitals is the largest hospital complex in Northern Ireland, comprising the Royal Victoria Hospital, the Royal Jubilee Maternity Hospital (RJMh), the Royal Belfast Hospital for Sick Children (RBHSC) and the School of Dentistry. Major re-developments of the Royal Hospitals are underway, which includes the Royal Belfast Hospital for Sick Children. A new Critical Care Building with emergency department and operating theatres is currently in the process of opening. The Royal Hospitals play a major role in clinical education, training and research, with most academic departments linked to the Queen's University of Belfast Medical School on the Royal Hospital's complex – medicine, surgery, ophthalmology, child health, obstetrics and gynaecology, and pathology.

Belfast City Hospital is a 900-bed teaching hospital situated close to the centre of Belfast and adjacent to the university campus. It provides a range of acute medical and surgical services and provides a significant proportion of the Northern Ireland regional services. The hospital's declared interests are in cancer, nephrology, GI surgery, gynaecology, urology, and molecular medicine. The Northern Ireland Cancer Centre opened on the campus in March 2006 providing for the development of an internationally recognised cancer centre and hosts clinical oncology, medical oncology, and radiotherapy services. The haematology services are located in the BCH Main Tower Block.

The Mater Infirmorum Hospital is a long established general hospital with teaching status affiliated to the Queen's University of Belfast. A new state of the art ward block, the McAuley Building, was opened in January 2002. The Dempsey Building, which was opened in 1991 houses the Emergency Department, the Operating Theatres, the Intensive Care/High Dependency Unit, the Outpatient Department, the X-Ray Department and the Maternity Unit and the main Psychiatric Unit occupies a separate building next to the Dempsey Building. There is also a Psychiatric Day Hospital on a separate site, approximately one mile from the main hospital.

Musgrave Park Hospital is the Regional Orthopaedic Unit for Northern Ireland. The Musgrave Park Regional Orthopaedic Service is the largest in the British Isles with 48 consultant orthopaedic surgeons and staff. On site is the Queen's University of Belfast's Department of Orthopaedic Surgery which is the largest academic unit in Orthopaedics in the British Isles with an international reputation and an extensive research output.

All of the major laboratory services are also available including:

- Immunology
- Clinical Chemistry
- Haematology (including Transfusion Services)

- Microbiology
- Virology
- Cellular Pathology
- Immunopathology

A summary of the services across the different hospitals is provided in the table below:

Site	General Services	Specialist Services
Royal Hospitals (RVH)	Emergency Department Acute & General Medicine Anaesthesia (including critical care) Pain Management	Recognised trauma centre Paediatrics (RBHSC) Obstetrics & Gynaecology (Royal Jubilee Maternity Hospital) School of Dentistry Regional services include: neurosciences, medical and surgical cardiology, thoracic surgery, ophthalmology and specialised endocrinology, ENT, general surgery, vascular surgery, hepatology
Belfast City Hospital (BCH)	Acute & General Medicine Anaesthesia (including critical care) Pain Management	Adult Cystic Fibrosis Breast Services (including reconstructive surgery) Cardiology Cochlear Implant Service Gynaecology & Gynaecological Oncology Haematology Haemophilia Service Medical Genetics Medical Oncology Nephrology (including Renal Dialysis) Radiotherapy Transplant Surgery Urology
Mater Infirmorum Hospital (MIH)	Emergency Department Acute & General Medicine Anaesthesia (including critical care) Pain Management	Surgical specialties, including Hepatobiliary, Ophthalmic and ENT Obstetrics & Gynaecology Psychiatry
Musgrave Park Hospital (MPH)	Anaesthesia Pain Management	Regional Orthopaedic unit Rheumatology Rehabilitation Regional Acquired brain injury unit Care of the elderly unit

The Belfast HSC Trust functions through a series of Directorates. Haematology forms part of Surgery & Specialist Hospitals Directorate.

CLINICAL RESPONSIBILITIES

The post holder will have continuing clinical responsibility for the patients in their charge, allowing for the proper delegation to and training of staff working under their supervision. The post holder will provide a consultant haematologist service to the Belfast City Hospital. The main duties of the post will involve investigation and treatment of acute leukaemia, myeloproliferative disorders and allied haematological disorders. Additional duties will include participation in the general clinical haematology service, and the inpatient consultation service to the BHSCT on a rotational basis.

The appointee will have completed the approved Joint Royal Colleges of Physicians Training Board (JRCPTB) curriculum in haematology or be able to show (to an Advisory Appointments Committee) evidence of equivalence in knowledge, training and experience in clinical and laboratory haematology practice. FRCPATH in haematology and MRCP or their respective equivalent are essential qualifications for this post.

Main Duties/Responsibilities:

- Inpatient and outpatient regional service for the investigation and treatment of adult patients with acute leukaemia, myeloproliferative diseases and allied haematological disorders.
- Participation in the department multidisciplinary leukaemia diagnostic and treatment planning meeting (MDM)
- Participation in national and international clinical trials of new treatment regimens for acute and chronic leukaemia and allied haematological disorders
- Provision of specialist advice on a regional basis relating to acute leukaemia, myeloproliferative diseases and allied haematological disorders
- Participation in the inpatient and outpatient management of general haematology patients.
- Participation in teaching and training of undergraduate medical students, junior medical staff, nursing staff, laboratory staff and other paramedical staff as required
- Participation in research and development related to the discipline and development of a research interest complementary to the ongoing research programmes within the department
- Potential participation in an on-call rota for the provision of an emergency service for clinical and laboratory haematology
- Participates in departmental audit meetings and CME/CPD
- Administrative duties as required for the running of clinical and laboratory departments

Haematology clinical service: The adult clinical haematology service located on the BCH site has a wide-ranging remit:

- Diagnosis and management of malignant haematological disorders. The staffing facilities are at Level 3 of care as defined by BCSH guidelines.
- Provision of a sibling allograft and autograft service for N. Ireland

- Diagnosis and management of the haemophilias and other disorders of the haemostatic system
- Diagnosis and management of non-malignant primary haematological disorders, and the provision of consultative advice and support in the management of haematological complications of systemic disorders
- Provision of a consultant service to other BHSCCT hospitals involving clinical consultation and management of the laboratory/transfusion service
- Participation in national/international clinical trials and research, to further improve patient treatment and understanding of the pathogenesis of haematological disorders

The clinical service is managed within a Directorate comprising renal medicine and haematology within the Trust's Division of Cancer and Specialist Medicine. The Chair of Division is Dr John McKinley, the Clinical Director for Haematology is Dr Michael Quinn. These posts have a 3-year rotational status. All consultant haematologists have full admitting rights, supported by specialist registrars and junior medical staff. Emergency admission of patients is managed by direct admission through the Acute Oncology Haematology. In the out of hours period patients may present to ED at RVH, with which there is close liaison, including attendance of on-call haematology medical staff if necessary.

Clinical Haematology Staff

Consultants	Dr Michael Quinn (Clinical Director) Dr Gary Benson Dr Claire Corrigan Dr Richard Gooding Dr Oonagh Sheehy Dr David Donaldson (Autologous Lead and Stem Cell Collection and Processing Lead) Dr Sarah Lawless (Patient Safety and Clinical Governance Lead and SACT Lead) Dr David Waddell (Immune Effector Cell Therapy Lead) Dr Damian Finnegan (Lead for Allogeneic Transplant) Dr Claire Arnold Dr Nick Cunningham Professor Mary Frances McMullin Dr Phil Weir (Locum) Dr Jeremy Hamilton (Locum)
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15 posts in the specialty training programme (with rotations to other centres in NI)

4 Specialty Doctors

4 Core Medical Trainees (shift system)

3 Foundation Year 2 Trainee (shift system)

2 Foundation Year 1 Trainee (shift system)

There is sub-specialisation amongst the group of consultant staff. Four consultants (CA, DF, NC & PW (locum) have a specialist interest in acute leukaemias, myeloproliferative diseases and allogeneic stem cell transplantation. Five consultants (MQ, OS, SL, DD & DW) specialise in lymphoma, lymphoproliferative diseases, myeloma and autologous stem cell transplantation. Three consultants (GB, CC & RG) manage patients with inherited and acquired disorders of

haemostasis and thrombosis. All consultants work across both BCH and RVH hospital sites and undertake general and non-malignant haematological clinical work.

Support staff include bone marrow transplant, apheresis, outpatient, day care unit, haemophilia, and research nurses. The department has clinical nurse specialists covering all sub specialist disciplines. There are dedicated pharmacists, and input from dietetics, occupational therapy, physiotherapy, clinical psychology and social services. Nursing staff, following relevant training, undertake the administration of blood and blood products, intravenous drugs including antibiotics, and where appropriate, intravenous chemotherapy. A haemovigilance service is in place with a shared service operating across both hospital sites.

Haematology outpatient clinics are held within the outpatient suite on Floor C – the Bridgewater Suite. This purpose built facility provides outpatient and day care services for haematology and oncology patients. It consists of a waiting area, reception, phlebotomy room, and consulting rooms. The centre has facilities for regular review appointments and to assess and treat patients. The outpatient nursing staff are trained in intravenous cannulation, the administration of blood and blood products, and the administration of intravenous chemotherapy. All outpatient chemotherapy administration is undertaken in the treatment areas of the Bridgewater Suite.

The inpatient service is located in Ward 10 North and Ward 6 North, comprising 50 inpatient beds, including 6 transplant/isolation rooms. The service undertakes 10-15 allogeneic and over 50 autologous transplants per year. The full range of haematological disorders are treated.

The regional malignant haematology diagnostic service is located within the BCH Departments of Haematology, Cytogenetics and Histopathology. Facilities include flow cytometry, molecular diagnostics, cytogenetics, FISH, and trephine biopsy immunohistochemistry. The lymph node biopsy service is undertaken in the Department of Histopathology. It is led by a consultant histopathologist with a specialist interest in haematological malignancies. A weekly multidisciplinary team meeting is undertaken to review all new cases of leukaemia and related conditions. The department participates in the activities of the Northern Ireland cancer Network (NICAN). Close links are maintained with similar regional diagnostic services in the UK.

The Regional Leukaemia Multi-disciplinary Meeting (MDM): All cases of leukaemia and related disorders are discussed at presentation and disease progression at this meeting which takes place Thursday mornings 09.00-10.00. The core BCH group comprises of 4 haematologists, clinical scientists, genetics, a trials nurse and the leukaemia clinical nurse specialists.

Cancer and Specialist Medicine Division: The Division includes clinical haematology, oncology, nephrology and renal transplant, rheumatology, dermatology, and palliative care. The Chair of Division is Dr John McKinley, the Co-Director is Mrs Debbie Wightman, and the Divisional Nurse is Ms Geraldine Byers. The budget holder is Mrs Moira Kearney, Director of Cancer and Specialist Services.

Radiotherapy services are provided at the Cancer Centre at BCH.

Research Group: The haematology university research group is located in the adjacent CCRCB building. The department holds weekly laboratory meetings on Monday mornings for all staff. They provide an opportunity for post-doctoral research fellows, PhD and MD students to present their latest results, and to hear the views of their peers and staff. In addition, more senior investigators, including those from other research centres, give lunchtime seminars. The overall objective is to create a centre of excellence in which basic, translational and clinical research is co-ordinated across the NHS/academic interface. To this end the haematology research group works closely with NHS haematology colleagues.

Belfast Trust Laboratories: Laboratory services are provided by a joint directorate of the major disciplines which include Clinical Chemistry, Genetics, Haematology, Immunology, Microbiology, Virology, Cellular Pathology and Tissue Typing. Within this group there has been considerable rationalisation of specialist services and major and urgent services are provided on both hospital sites. The laboratory services are managed within the Pathology Directorate. The Chair of Division is Dr Gary Benson. Management of the laboratory service is consistent with DHSS circular (General Hospital Services) 1/88 Organisation and Management of Pathology Services.

The haematology laboratory services include:

- Automated haematology (including coagulation) - BCH and RVH
- Blood transfusion – BCH, RVH and MIH
- Automated haematology (day time only) – BCH, Mater Hospital and RBHSC
- Regional specialist coagulation – BCH
- Regional immunophenotyping/flow cytometry – BCH
- Regional haemopoietic stem cell processing/cryopreservation – BCH
- Regional red cell investigation – RVH
- Blood-borne parasite diagnosis – RVH

Regional Molecular Diagnostics is a separate regional service (RMDS)

The BCH laboratory provides the regional specialist services in the diagnosis of haematological malignancies, red cell disorders and haemostasis disorders. The RVH laboratory provides a regional service for blood-borne parasite investigation. The paediatric clinical team is supported by an automated FBC day time service undertaken by a BMS 7 and BMS 6 located in RBHSC on the RVH site.

The haematology laboratory service is staffed by 80 BMS staff, 12 MLA's, 5 haemovigilance officers, and 4 secretarial/clerical staff. BMS staff provide an out of hours service for haematology and blood bank by working an on-call/partial shift system on the RVH site. On-call BMS have full access to clinical support and advice from the on-call registrar/consultant rota. A Health and Safety officer who is normally one of the senior BMS is appointed to each laboratory site. Responsibility for quality assurance is held by Section Leads and Operational Managers in liaison with the quality management team and the consultant head of department. The haematology service has full UKAS ISO Ltd Accreditation, November 2022, and full compliance with MHRA regulations. The department is recognised by JRCPTB for specialty training and by the HCPC for IBMS and clinical science training.

The laboratories are well equipped. The department has Sysmex fully automated HST tracking systems on each site. The blood banks use the BioRad automated

Grouping System. Routine coagulation is performed on ACL Top analysers. The Regional Haemostasis lab uses Stago STA analysers.

All the labs have identical technological platforms, and utilise LabCentre (Clinisys) laboratory computer system, producing a results service to BCH, RVH, Lagan Valley Hospital, Downe Hospital, GP's, etc.

There is close liaison between the clinical and laboratory service. Inpatient referrals for bone marrow biopsy and of new patients with primary haematological disorders are accepted by the on-call specialty registrar and/or consultant. The hospital transfusion committee has responsibility for the whole trust. It meets monthly and is currently chaired by Dr David Millar, Consultant Neonatologist. Membership includes two consultant haematologists to include the consultant head of department. The hospital transfusion team also meets monthly. It is chaired by the lead haemovigilance officer and/or the Blood Bank Manager. Membership includes haemovigilance staff, blood bank BMS staff and one consultant haematologist. Outpatient blood transfusion is undertaken in the department's day unit and through specialist services for home transfusion.

The department has a relatively large team of staff dedicated to quality management. The team include BMS staff responsible for blood tracking and cold chain maintenance as well as quality improvement initiatives, investigation of incidences etc. The quality management team meet on a monthly basis. The consultant head of department is a member of the quality management team.

General Clinical Responsibilities:

The appointee will be expected to participate with other consultants in the management of general non-malignant haematology problems on an in-patient and outpatient basis.

The unit is active in the field of clinical research entering patients into a large portfolio of Phase III multi-centre trials. A number of Phase I/II clinical trials are also undertaken. There is an active interest in laboratory research. The successful candidate will be encouraged to become involved in a relevant research programme.

ADDITIONAL INFORMATION

Governance

The successful candidate will be expected to work within the Belfast Health & Social Care Trust and Queen's University Belfast governance frameworks. QUB and the Trust are committed to conducting a process of yearly appraisal of consultant staff, which is used to support GMC revalidation.

Multiprofessional Audit and Continuing Medical Education

The postholder will be required to participate in the Trust quality improvement programmes. They will also be required to undertake such continuing educational activities as are necessary for them to remain accredited by their Royal College.

Information Governance

All employees of Belfast Health & Social Care Trust are legally responsible for all records held, created or used as part of their business within the Belfast Health and Social Care Trust, including patient/client, corporate and administrative records whether paper based or electronic and also including e-mails. All such records are public records and are accessible to the general public, with limited exceptions, under the Freedom of Information Act 2000, the Environment Regulations 2004, the General Data Protection Regulation (GDPR) and the Data Protection Act 2018. Employees are required to be conversant and to comply with the Belfast Health and Social Care Trust policies on Information Governance including for example the ICT Security Policy, Data Protection Policy and Records Management Policy and to seek advice if in doubt.

Mentoring

All newly appointed Consultants will be issued with an individualised Induction Programme and Trust Induction as it is mandatory for all aspects of the induction programme to be undertaken. Arrangements are also in place to seek advice from senior management and specialist staff within the specialty team.