

RECRUITMENT INFORMATION PACK



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STR 1 – Oral Medicine



Job particulars

Job Title	Specialist Registrar ST1 Level
Pay Band	Specialist Registrar ST1 Level
Location	Oral Medicine Service, Royal London Dental Hospital
Reports to	Educational Lead – Oral Medicine
Responsible to	Clinical Lead – Oral Medicine

Job purpose

The Department of Oral Medicine is seeking a Specialty Registrar to join an enthusiastic academically-led growing team. This post will provide the successful candidate with a sound introduction to clinical Oral Medicine and provide additional insight into the influence of systemic disease on oral mucosal disease. Opportunities for some clinically based research may be available, and the successful applicant will be expected to participate in audit activity.

The Unit works closely with Oral and Maxillofacial Surgery and the other dental specialties within the Dental Hospital. Additionally, it has close links with the departments of Dermatology, Ear Nose and Throat, Haem-Oncology, Gastroenterology Genito-Urinary Medicine and Rheumatology within the Trust.

The Unit is well supported by an enthusiastic nursing team and an experienced Service Delivery Manager/Service Manager.

Specialist interests include Sjögren's Syndrome, dysplasia, oral manifestations of systemic disease and immunologically-mediated muco-cutaneous disorders. The service currently has multidisciplinary clinics involved in the delivery of Sjogren's syndrome and Oral Dysplasia.



Key working relationships

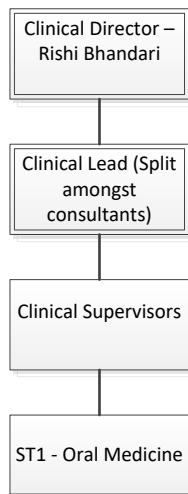
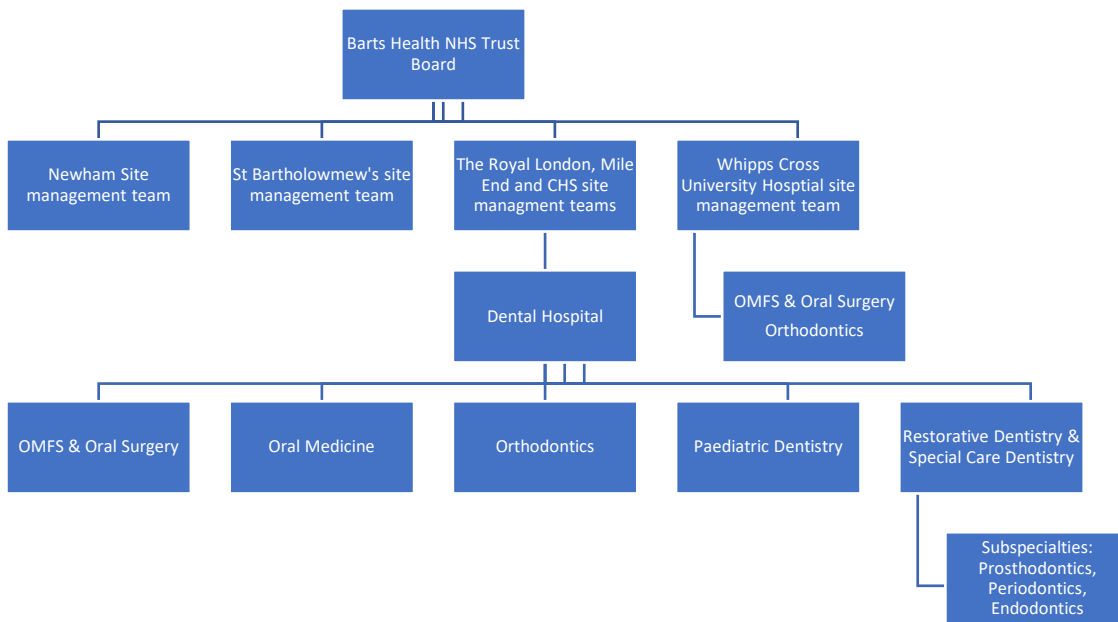
Professional relationships with key partners, employees and boards.

Internal	External
Consultants	GDPs
Other specialities within MDTs	Community Dental Services
Dental care professionals	Other MDT members within Clinical Networks
Support and admin	Queen Mary University of London
Management	Health Education England
	GDPs
Other specialities within MDTs	Community Dental Services
Dental care professionals	Other MDT members within Clinical Networks

Structure chart

Barts Health NHS Trust operates seven Clinical Boards: Cancer, Cardiovascular, Children's Health, Emergency Care, Medicine, Surgery, Women's Health. Oral Medicine is part of the Dental/OMFS & Ophthalmology network within the Surgery Board.





Main duties, responsibilities, and results areas

The job description reflects the current situation and will be reviewed regularly in discussion with the post-holder depending on the training needs of the post holder and the needs of the service in line with the Hospital/Institute and Units goals.

Responsibility for Patients:

- To attend Oral Medicine clinics and ensure that the care for patients is of a high standard, under the direction and guidance of the Consultants in Oral Medicine. This may involve attending wards to see inpatients admitted to the Royal London Hospital.
- To be involved in the Departmental research activity as appropriate to grade.
- To participate in the audit of patient services and to contribute appropriate to the grade.
- To undertake other duties from time to time at the discretion of the Consultants.

Responsibility for Resources:

- To use resources at their disposal with due regard to care, safety and appropriateness.

Responsibility for Administration:

- You will be responsible for undertaking the administrative duties associated with the care of patients and the administration of the department.
- To use the local patient / department / audit and resource management system as well as informing reception and the secretaries of any issues related to patient care.
- To dictate letters and produce reports required in the delivery of patient care.
- To keep comprehensive and contemporaneous records as directed by the Consultants and Trust.



- To adhere to the Trust 'WeCare Values'.
- To be compliant with the General Data Protection Regulation, Trust Equal Opportunities and Health and Safety Regulations.

Annual Leave / Study Leave:

- The appointee is entitled to a minimum 27 days annual leave, up to a maximum of 32 dependent upon years of NHS service and is appropriately adjusted as per Pro-Rata. Applications for annual leave must be submitted electronically to the Trust Health Optima Roster system at least six weeks before the leave is taken. It must also be requested having first discussed the leave with the supervising consultants and taken into account your colleagues' leave to enable adequate clinical cover to be maintained.
- The appointee is entitled to 30 days' study leave per year inclusive of protected study time in weekly schedule. Applications for Study leave must be submitted electronically to the Trust Health Optima Roster system at least six weeks before the leave is taken. It must also be requested having first discussed the leave with the supervising consultants and taken into account your colleagues' leave to enable adequate clinical cover to be maintained.

Responsibility for Research and Development:

- To participate in department surveys, audits, clinical trials as agreed and directed by the Consultants or Trust.
- To participate and actively promote clinical research within the department.

Appraisal

The Trust has arrangements in place to ensure that all clinical staff have an annual appraisal. StRs will have their appraisal incorporated into their training and assessment and this will be led by their Educational Supervisor, Dr John Buchanan.



Indicative Job Plan

	Monday	Tuesday	Wednesday	Thursday	Friday
AM	General Oral Medicine - New/FU patient clinic	Complex Oral Medicine/Medical interface clinic	Biopsies	General Oral Medicine - New/FU patient clinic	Clinical Admin
PM	General Oral Medicine / Blister Clinic - New/FU patient clinic	Study	Sjogrens MDT / Dysplasia New/FU patient clinic	Oral Microbiology / Oral pathology clinic	National Teaching

Working conditions

Criteria	Description
Physical	Good manual dexterity and hand eye co-ordination is essential
Emotional	Recognises and effectively deals with emotional situations for self, patients, parents and other disciplines
Working Conditions	Due care and attention to detail and the management of some hazardous and sharp materials is required and is an expectation of the nature of Oral medicine service delivery.
Mental	Effectively manages self and all disciplines whilst working in a highly stressful environment.

Safeguarding adults and children

Employees must be aware of their responsibility to maintain the wellbeing and protection of vulnerable children and adults. If employees have reason for concern that a patient is 'at



risk' they should escalate this to an appropriate person i.e. line manager, safeguarding children's lead, matron, ward sister/change nurse, site manager or consultant.

Person specification

Domain	Essential Criteria	Desirable Criteria
Professional Qualifications	BDS and full registration with the GDC	Membership of the Faculty of Dental Surgery (MFDS), or equivalent Distinctions and prizes in undergraduate education
Clinical Training	Satisfactory completion of Dental Foundation and General Professional training up to DCT2	
Clinical Skills	<p>Experience in range of clinical procedures in Oral Medicine including biopsy and venepuncture.</p> <p>Ability to work as part of a multi-disciplinary team</p> <p>Ability to communicate effectively with GDPs, GPs, Consultants and other professionals in hospital and community.</p> <p>Effective participation in audit.</p> <p>Flexible and co-operative with colleagues.</p>	<p>Experience & management of oral medicine patients with systemic disease.</p> <p>IT skills including MS office applications, web skills, etc.</p>
Personal and Leadership Skills	<p>Communication: Ability to communicate with clarity in written and spoken English; ability to build rapport, listen, persuade/ negotiate.</p>	



	<p>Organisational: Ability to prioritise, manage workload, expedite and facilitate care when urgent</p> <p>Accountability: Ability to take responsibility, lead, make decisions and exert appropriate authority.</p> <p>Interpersonal Skills: Empathy, understanding, listening skills, patience and ability to work co-operatively with others.</p> <p>Teamwork: Ability to work as part of a team</p>	
<p>Teaching</p>	<p>Interest in Undergraduate Teaching</p>	<p>Experience of assisting with undergraduate teaching and assessment.</p>

