



SALARIED DOCTOR VACANCY

INFORMATION PACK

PRACTICE PROFILE

Porter Brook Medical Centre is a large training practice (approximately 29,000 patients) serving two populations – the students of Sheffield Hallam University and the local community.

Services are provided from two sites, the modern purpose built Porter Brook Medical Centre that is available to all patients and a medical centre based at the Hallam University (SHU) that is available only to students. The premises at SHU sit alongside student support services provided by the University.

The practice population is interesting and diverse. Approximately half the patients are students at SHU and present with issues common to all young people. There is also a local population drawn from Sharrow and Nether Edge, which includes a significant number of patients from BME groups.

There are pockets of deprivation in the practice area and areas of affluence. There is a predominance of young people registered at the practice. We currently provide care to 5 residential and nursing homes.

We work within two Neighbourhood Groups of practices, to develop more collaborative working. The City Centre Neighbourhood consists of 6 practices within the centre of Sheffield and a University Neighbourhood that covers the student populations of Sheffield Hallam University (SHU) and the University of Sheffield.

We have an active involvement in the wider healthcare community with a GP on the Governing Body of Sheffield CCG, Sheffield Health and Well Being Board, GP representatives on Sheffield LMC, Student Health and Well Being Board, and Governor for Sheffield Children's Hospital Foundation Trust.

The practice holds a Primary Medical Services contract. We achieve high QOF scores and provide a wide range of enhanced services.

We provide some extra non-NHS services for the students.

Extended opening hours are provided, with bookable only surgeries from 7am on alternate Tuesdays/Wednesdays, to 8pm on alternate Tuesdays/Wednesdays plus a Saturday morning surgery.

We have a very experienced nursing team, nine nurses in total, six of whom work as nurse practitioners.

A practice pharmacist is employed through Primary Care Sheffield as part of the GP 5 Year Forward View Development Programme.

In addition to the normal range of services and attached staff, the practice offers counselling, primary care mental health workers and advice from an occupational health worker to the patient population.

This is an eight partner training practice with two GP trainers and we usually have two or three GP registrars. Teaching of undergraduate medical students and student nurses is also undertaken.

Regular practice meetings are held on Thursdays between 12:30 and 14:00 and cover clinical updates, partners and business issues.

THE PRACTICE TEAM CONSISTS OF

8 GP partners
Business Partner
Practice Manager
Branch Site Manager
4 Salaried Doctors
IT/Data Quality Manager
1 Nurse Practitioner Team Leader
5 Nurse Practitioners
3 Practice Nurses
1 Health Care Assistant
1 Phlebotomist
Practice Pharmacist
Support team of Administration/Reception Staff

All members of the practice are committed to the patients with the GPs and nurses working across the two sites in accordance with an agreed rota. The clinical team is well supported by their non-clinical colleagues with a team approach being adopted by all.

INFORMATION TECHNOLOGY

The practice is fully computerised, uses TPP SystemOne and all systems are well supported by a full time IT Manager. All correspondence from other practices and agencies is scanned onto patients' records and coded by an experienced team of summarisers.

The Post Holder and Terms

We are looking for an enthusiastic and motivated doctor to join us.

You will be required to provide medical services by way of, for example, surgeries, clinics, home visits and relevant NHS and non NHS administrative work. This will include medicals and reports and other such duties as are required by the partners which are reasonably delegated to you by the partners.

You will be expected to participate in both in house and external revalidation and appraisal processes.

All of the salaried doctors in the practice have a nominated partner mentor.

A job description is attached but this is not meant to be exhaustive and sets out the main areas of the work.

Remuneration

Salary based on full time of 9 sessions is £74,182 (£8,242 per session per year)

You will be paid for the number of clinical sessions to be worked per week plus payment for a proportion of one session for admin work (pro rata to number of sessions worked). For example – if 6 clinical sessions are worked, then 6/9ths of a session will also be paid for admin work and CPD time.

Your salary will be paid by equal instalments at monthly intervals on the last working day of each month.

MPS/MDU fees and LMC Levies to be paid by the employer

Sessions

A clinical session consists of a surgery of 15 patients plus another job such as letters, results, repeat prescriptions or visits. Some sessions may cover a Duty Doctor role where all same day requests for appointments are dealt with initially by a telephone consultation.

The admin session will be used to carry out admin work such as preparing and updating protocols, QOF, medical reports, audit as well as incorporating time for study leave. This session does not have to be fixed and the work can be carried out at times to suit the post holder.

Holidays

Six working weeks plus bank holidays pro rata

Annual leave entitlement runs from 1st February to 31st January each year

HOW TO APPLY

Please apply sending a covering letter outlining why you want to join us and what you can offer the practice, together with your CV to:

Mrs Pippa Fitzsimmons
Practice Manager
Porter Brook Medical Centre
9 Sunderland Street
Sheffield
S11 8HN

or email to pippa.fitzsimmons@nhs.net

Applications must be returned by Monday 25 June 2018.

Short listed candidates will be invited to spend some time with the practice before interview.

If you would like more information please contact:

Pippa Fitzsimmons, Practice Manager
Pippa.fitzsimmons@nhs.net
0114 263 6100

Thank you for your interest