

The Myton Hospices

Job Description



Job Title: Specialty Doctor in Palliative Medicine (Part-Time)

Department: Medical

Responsible to: Director Patient & Family Services

Primary Work Base: The Myton Hospices: Coventry and Warwick

(NB as we are a multi- site organisation some flexibility relating to place of work will be required. We reserve the right to change the work base of our employees to meet our business needs.)

Please outline a brief summary of the role below:

This post will be primarily based in Coventry however flexibility is required to work at the Warwick site. Both units are specialist palliative care training inpatient units serving the whole of Coventry and Warwickshire.

The main focus of the job will be to support the inpatient units and there may be opportunities to work with hospital and community specialist palliative care teams. We welcome applicants who wish to broaden their experience in palliative care.

We are committed to supporting the Specialty Doctor with Consultant supervision, adequate admin support and regular external clinical supervision.

The Myton Hospices

The Myton Hospices believe everyone in Coventry and Warwickshire should live well towards the end of their life and have the right to a good, natural death, the way they want it to be and with their loved ones supported.

The Myton team provide high quality, specialist palliative care to people whose condition no longer responds to curative treatment, from diagnosis to death.

We aim to meet their physical, psychological, spiritual and social needs and ensure their families are supported both through and after this difficult time.

We are also committed to training, supporting and encouraging other care providers to practise good palliative care.

We have close working relationships with our colleagues working in the 3 local Acute Hospital Trusts: UHCW NHS Trust in Coventry/Rugby, George Eliot Hospital in Nuneaton and Warwick Hospital, South Warwickshire NHS Foundation Trust (SWFT); the 2 Community NHS Trusts SWFT and Coventry Community: Coventry and Warwickshire Partnership Trust (CWPT), and the other 3 local Hospice services – The Shakespeare Hospice, Mary Ann Evans Hospice and Shipston Home Nursing.

Myton Core Values

Our Core Values underpin everything we do and all employees are expected to comply with our Values and reflect these in their day to day work.



Main Duties & Responsibilities

The post-holder will be required to:-

- Provide specialist medical care, advice and support in order to provide high quality individualised care to patients, in line with local and national guidelines
- Provide medical assessment and care for all patients on the inpatient unit, in line with the patients' care plan, as part of the multidisciplinary team – ensuring that medical care is evidence-based (as far as is possible) and best practice.
- Work together with other members of the medical team to ensure each patient is reviewed as frequently as their symptom management dictates.
- Participate in inpatient MDT meetings and other meetings as required.
- Holistically assess patients admitted to the inpatient unit, planning initial management in discussion with the available Senior Doctor.
- Carry out clinical procedures as necessary, including phlebotomy, cannulation, abdominal paracentesis and urinary catheterisation
- Liaise with acute services to organise procedures not available within the hospice e.g. blood transfusions or pleural drainage
- Maintain accurate and timely patient records.
- Ensure legible prescribing in accordance with local policy.
- Liaise with primary and secondary care services (and other statutory and voluntary agencies) as appropriate to ensure continuity of medical care.
- Complete holistic assessment records, discharge letters, letters notifying death, TTO prescriptions and anticipatory prescribing in line with local guidance.

- Confirm and certify cause of death in line with local protocol, liaising with the Coroner's Office where required by law and local practice.
- Liaise with family members/carers as appropriate.
- Provide specialist palliative care medical advice, on request, within limitations of their own experience, referring on to the available Senior Doctor as necessary.
- Provide medical support to the Referrals and Admissions team as required.
- Act as clinical supervisor to GP trainees on rotation, based on level of experience
- To participate in clinical supervision.
- Participate in the 1st on call rota providing medical cover to the inpatients in Coventry and Warwick Myton Hospices out of hours shared with medical colleagues working at Myton Hospice and locally – Clinical Fellows/GPSTs, Palliative Medicine Registrars and other Specialty Doctors.
- Any other reasonable duties as instructed by the Senior Leadership Team.

Other Duties:

- To join and contribute to the regular department teaching sessions.
- To take an active role in undergraduate and postgraduate medical and nursing teaching and training.
- To assume the role of educator, both formally and informally, to all those involved in the care of the patient to support Myton Hospice's commitment to training doctors, nurses and allied health professionals.
- Participate in the induction of new members of staff.
- To participate in audit and quality improvement projects.
- The post-holder will adhere to the GMC code of professional conduct outlined in the General Medical Council publication, Duties of a Doctor.
- To work with other members of the team to ensure that evidence from research is systematically considered and practices changed as appropriate.
- The post-holder will be responsible to the Consultant in charge on a day to day basis and will also report to the Director of patient & family services.
- To actively contribute to policy development as appropriate.
- To complete mandatory training.
- To participate in the annual job planning process.
- To engage actively in continuing professional development and maintain a portfolio to reflect this.
- To keep appropriate records in order to comply with General Medical Council requirements for revalidation.
- To participate in regular medical appraisal and revalidation and Myton's professional appraisal process.
- Study leave will be supported to pursue educational activities identified in the appraisal process.
- The post-holder will be encouraged to develop special interests in aspects of palliative care.
- Opportunity to become involved in the wider corporate organisation by representing the Medical Department on a range of other committees e.g. Equality & Diversity

Example Timetable for Illustrative Purposes Only for 1 WTE or 10.0 Sessions:

Direct Clinical Care DCC 8.5
Supporting Professional Activities SPA 1.5

	Monday	Tuesday	Wednesday	Thursday	Friday
AM	08:30 – 09:00 Handover 09:00 – 12:30 Ward work	08:30 – 09:00 Handover 09:00 – 12:30 Ward work	08:30 – 10:00 WIPU MDT Meeting/ 10:00 – 12:30 Ward work	08:30 – 09:00 Handover 09:00 – 12:30 Ward work (Monthly Clinical Practice Forum)	08:30 – 09:00 Handover 09:00 – 12:30 Ward work
	DCC	DCC	DCC	DCC	DCC
	Lunch	Lunch	Lunch	Lunch	Lunch
PM	12:30 – 16:30 Ward work	12:30 – 16:30 Ward work/ when in Coventry 14:00 – 15:30 CIPU MDT Meeting	13:00 – 16:30 2 hours DCC Ward work 2 hours SPA	12:30 – 16:30 SPA includes Medical Dept Education/Meeting from 13:00-14:00 (ward cover if needed – shared with colleagues)	12:30 – 16:30 Ward work
	DCC	DCC	½ DCC	SPA	DCC

A formal job plan will be agreed on appointment.

On Call / Out of Hours

The first on call rota is currently 1 in 6 non-resident supporting patients in the 2 inpatient units. The post-holder will be required to be contactable by telephone and to live within a reasonable distance.

The role involves attending out of hours to clerk any new admissions and review patients already in the hospices.

Support and advice is always available from one of Coventry and Warwickshire Consultants in Palliative Medicine working second on call.

Current Medical Staffing (March 2025)

Current medical staffing - the Myton Medical Team:-

- Consultants in Palliative Medicine
Dr Sarah MacLaran
Dr Nial McCarron
Dr Elizabeth Freshwater
- Specialist Doctors
Dr Nicky Baker

- Specialty Doctors:
Dr Anna-Marie Foley
 - Dr Louise Hills
 - Dr Zena Rajathurai
 - **Vacant post**
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- 1/2 Palliative Medicine Specialty Trainee Registrar on rotation for 12 months
 - Up to 4 GPSTs on rotation for 4 months who also contribute to the 1st on call rota
 - Supported by the medical administration team
 - Specialist support from the Palliative Care Pharmacist working also at UHCW NHS Trust

The post-holder must act at all times in a professional and responsible manner and have due regard to confidentiality and Health & Safety legislation.

Accommodation and Support Services

Shared office space and IT facilities are available for the post-holder.

A secretarial team provides support for all members of the medical team and will be available for the post-holder.

Leave

32 days annual leave per year plus bank holidays taken from 1 April – 31 March.

Leave cannot be carried over into the following year.

Study Leave is up to 10 days over the year depending on the needs of the service.

Indemnity

The post holder is required to arrange her/his own medical indemnity.

Travel

It is essential to have access to a vehicle or suitable alternative travel arrangements in relation to the on call and travel to different units. A mileage payment will be made by the Myton Hospices in accordance with Myton policy.

Remuneration

This post is remunerated at the appropriate level on the Specialty Doctor pay scale with supplement for on-call.

Pension

You are entitled to retain membership of the NHS Superannuation Scheme if you are currently a member or have previously been a member within the past 12 months.

As an alternative, full details of the current Myton scheme will be provided to you on request.