



NATIONAL REHABILITATION HOSPITAL

Permanent Consultant Paediatrician Part-Time 19.5 hours per week

NRH	19.5 hours
Beaumont Hospital	As required
Children's Health Ireland Temple Street	As required

1. Professional Qualifications, Experience etc.

- Each candidate must have the following qualifications and experience for the post of Consultant Paediatrician specialist interest in Disability.
- Registration as a specialist in the Specialist Division of the Register of Medical Practitioners maintained by the Medical Council in Ireland in the specialty of paediatrics.
- Significant experience in clinical practice at both local and national levels
- Experienced clinician with credibility and the ability to command the respect of all clinical and non-clinical professionals.

2. Health

Candidates or any person holding the office must be free from any medical condition which would render them unsuitable to hold the office and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

For the purposes of satisfying the requirements as to health, it will be necessary for each successful candidate before he/she is appointed to undergo a medical examination by a qualified medical practitioner to be nominated by the Chief Executive or designated officer. Any irregularities reported as a result of this examination which render the incumbent unsuitable for the post must be remedied / addressed before appointment.

National policy as detailed in the document "The Prevention of Transmission of Blood-Borne Diseases in the Health-Care Setting" dictates that all health care staff involved in exposure-prone procedures (EPP) should be screened for markers of infectivity of Hepatitis B and C. Agreement has been reached between the Health Service Executive and the Medical Unions where all medical staff must be compliant.

Health Promotion – The Hospital is committed to promoting healthy lifestyles for both patients and staff. Staff are expected to participate in initiatives to support better health and well-being in line with the Hospital objectives.

3. Character

Candidates for and any person holding the office must be of good character.

4. Age

Age restriction shall only apply to a candidate where he/she is not classified as a new entrant (within the meaning of the Public Service Superannuation Miscellaneous Provisions) Act, 2004). A candidate who is not classified as a new entrant must be under 65 years of age on the first day of the month in which the latest date for receiving completed application forms in the office occurs

5. Entry to Competition/ Recruitment Process

For the purposes of eligibility for entry to any competition or recruitment process associated with this post, applicants currently in employment as Senior or Specialist Registrars in HSE or HSE-funded agencies may participate in the competition on the basis that, on the latest date for receipt of applications, they are within 6 months (26 weeks) of certification of completion of specialist training and that evidence for same is provided from the relevant recognized postgraduate medical training body in writing.

6. Remuneration

Remuneration is in accordance with the salary scale for the specified Type Contract as approved by the Department of Health & Children and consists of payment in respect of the following groups of services, namely:-

- a) The scheduled commitment, hours per week
- b) Factor (On Call) Payment
- c) Factor (Call Out) Payment
- d) Structured on-site attendance at weekends and on public holidays, as approved by the Clinical Director/Manager or in his/her absence the Chief Executive Officer(s) at National Rehabilitation Hospital.

7. Superannuation

- a) The Consultant will be covered by the terms of the HSE/VHSS/NHSS Superannuation Scheme and the contributory associated spouses and children superannuation schemes. Appropriate deductions will be made from his/her salary in respect of his/her contributions to the scheme. In general, 65 is the minimum age at which pension is payable, however, for appointees who are deemed not to be 'new entrants' as defined in the Public Service Superannuation Miscellaneous Provisions Act 2004 an earlier minimum pension age may apply.
- b) Should:
 - i) the Consultant be deemed to be a new entrant (as defined in the Public Service Superannuation (Miscellaneous Provisions) Act 2004), there is no specified retirement age in respect of his/her appointment to this position.

Or

- ii) the Consultant be deemed not to be a new entrant (as defined in the Public Service Superannuation (Miscellaneous Provisions) Act 2004), retirement is compulsory on reaching 65 years of age.

8. Duties

The successful candidate will perform such duties as are outlined in the attached Consultant Job Description.

9. Hours of Work

The Consultants' Contract 2008 provides for a normal working week of 39 hours. Your normal contracted weekly working hours are 19.5 hours, preferably over 5 mornings. . Your contracted hours will normally be delivered across a span of 12 hours between the hours of 8am and 8pm Monday to Friday.

10. Probation

a) Appointment to a Consultant post is dependent upon the satisfactory completion of a probationary period of 12 months. The probationary period may be extended at the discretion of the Employer(s) for a period of not more than 6 months. In such event the specific reasons for the extension shall be furnished in writing to the probationary Consultant.

b) At the end of the probationary period, the Employer(s) shall either:

- i. certify that the Consultant's service has been satisfactory and confirm the appointment on a permanent basis;
Or
- ii. certify, with stated specified reasons, that the Consultant's service has not been satisfactory, in which case the Consultant will cease to hold his/her appointment;

c) If the Employer(s) should fail to certify in accordance with (b) above, the Consultant shall be deemed to have been appointed on a permanent basis.

d) The Employer(s) undertakes to advise the probationary Consultant on a timely basis of issues likely to result in the termination or extension of the probationary period.

e) A Consultant who currently holds a permanent Consultant appointment in the Irish public health service will not be required to complete a probationary period should (s)he have done so already.

f) A Consultant will not be required to complete the probationary period where (s)he has for a period of not less than 12 months acted in the post pending its filling on a permanent basis.

g) During the probationary period, the probationary Consultant will be subject to ongoing review and a formal review will take place not more than 6 months after the date of first appointment on a probationary basis.

h) In cases where an allegation of serious misconduct is made against a probationary Consultant, the matter will be dealt with in accordance with Stage 4 of the Disciplinary Procedure (as detailed in Appendix II of the Consultant Contract 2008). This does not affect the Consultant's statutory rights under the Industrial Relations Acts, 1946-2004 or any other statute.

- i. In the case of joint appointments, the holding of any one part of the post is contingent on continuing to hold the other part or parts of the post.
- ii. Employment may be terminated by either party during the probationary period. Should employment be terminated by the Employer(s), the Employer(s) shall set out in writing the specific reasons for such termination.

11. Retirement

No age restrictions shall apply to a candidate except where he/she is not classified as a new entrant (within the meaning of the Public Service Superannuation (Miscellaneous Provisions) Act, 2004). In this case the candidate must be under 65 years of age on the 1st day of the month in which the latest date for receiving completed application forms for the office occur. Continued employment is conditional upon capacity and conduct of the employee.

12. Leave, Holidays and Rest Days

a) All leave or planned absences, other than those described under (e) and (f), must have prior approval from the Clinical Director/Manager or in his/her absence the Chief Executive Officer at the National Rehabilitation Hospital.

b) All leave or planned absences, other than those described under (e) and (f), must be coordinated within the Paediatric Programme, ensuring that both Paediatric Consultants are not on leave at the same time.

c) Leave and absences from work will normally be planned and scheduled in advance in conjunction with the Clinical Director/Manager or in his/her absence the Chief Executive Officer. Leave will be approved by the Clinical Director / Manager or in his/her absence the Chief Executive Officer in line with agreed rota and service requirements and notice is required in accordance with Medical Staff Coverage Policy.

d) Annual Leave:

The Consultant's annual leave entitlement is 31 working days per annum (or pro rate of same, if applicable) as detailed under Consultant Contract 2008 and as determined by the Organisation of Working Time Act 1997.

e) Public Holidays Entitlement:

Public holidays shall be granted in accordance with the Organisation of Working Time Act 1997 as follows:

In respect of each public holiday, an employee's entitlement is as follows:

- (1) a paid day off on the public holiday; or
- (2) paid day off within the month; or

- (3) an extra day's annual leave; or
- (4) an extra day's pay as the Employer(s) may decide

7) Sick Leave:

The Consultant may be paid under the Sick Pay Scheme for absences due to illness or injury. Granting of sick pay is subject to a requirement to comply with the Employer's sick leave policy. Details of the scheme are set out at Appendix VI of the Consultant Contract 2008.

g) Other Leave:

Details regarding Maternity, Adoptive, Paternity, Parental, Force Majeure, Compassionate and other leave in accordance with procedures can be obtained from the Medical Administration Department(s) of the Employer(s).

h) Sabbatical Leave / Career Breaks:

The Consultant may apply for Sabbatical Leave or Career breaks in accordance with the terms of the relevant circulars. The Employer(s) has the right to approve or refuse such leave.

i) Leave to provide services abroad:

The Consultant may apply for special leave to provide services in countries where health services are underdeveloped in accordance with the relevant circular. The Employer(s) may grant or refuse such leave.

j) Special Leave:

Leave for special circumstances shall be available to the Consultant in accordance with the relevant circulars and subject to the agreement of the Employer(s).

k) In addition and unless otherwise addressed by circular the provisions below and those set out at Appendix VIII of the Consultant Contract 2008 shall apply.

The Employer(s) may grant leave with pay for:

- (1) Continuing education or attendance at clinical meetings of societies appropriate to the Consultant's specialty of not more than seven days in any one year excluding travel time.
- (2) Attendance at courses, conferences, etc. approved by the Minister for Health and Children and which the Employer(s) is satisfied are relevant to the work on which the Consultant is engaged.
- (3) World Health Organisation or Council of Europe Fellowships.

l) Rest Days

Consultants with an on-call liability shall have an entitlement to avail of rest days on the following basis:

- (1) 1: 1 on-call roster entitles the Consultant to 5 days in lieu per 4 week period;
- (2) 1: 2 on-call roster entitles the Consultant to 3 days in lieu per 4 week period;
- (3) 1: 3 on-call roster entitles the Consultant to 2 days in lieu per 4 week period;
- (4) 1: 4 on-call roster entitles the Consultant to 1 day in lieu per 4 week period.

Rest days should be taken as soon as possible following the on-call liability to which they relate. Where service demands do not permit them to be taken immediately, rest days may be accumulated:

- for a maximum of six months from the earliest date of the on-call liability to which they relate and at that point they must be availed of or forfeited,

or

- for a maximum of three months from the earliest date of the on-call liability to which they relate.

If it is not possible to avail of them at the end of the three-month period the Consultant may seek to be compensated for them at a rate equivalent to the daily rate for the type of post which (s) he occupies.

m) Historic Rest Days

A Consultant who established an entitlement to historic rest days under the Consultant Contract 1997 (i.e. by 30th June 1998) retains such entitlement.

n) Other Human Resources' Policies

All other generally applicable human resource policies, e.g., Trust in Care, Dignity at Work, etc. shall apply to the Consultant.

13. Termination of office

If the Consultant wishes to terminate this employment (s) he shall provide the Employer(s) with three months' notice of his/her proposed termination date. Except in cases of serious misconduct, the Employer(s) will provide the Consultant with three months' notice of the intention to terminate his or her employment.

14. An Garda Síochana (Garda)/ Police Vetting Checks

Arrangements have been introduced, on a national level, for the provision of Garda Vetting Checks in respect of candidates for employment in areas of the Health Service, where it is envisaged that potential employees would have substantial access to children or vulnerable adults in the course of their duties.

Where candidates are appointed and have worked outside of jurisdiction, Garda vetting and current Police clearance is required.

Garda vetting is done for the protection of children or vulnerable adults and the HSE and the National Rehabilitation Hospital reserve the right to re-vet employees at any future point, as deemed appropriate by Hospital Management.

15. Confidentiality

In the course of a Consultant's employment you may have access to or hear information concerning the medical or personal affairs of patients and/or staff, or other health services business. Such records and information are strictly confidential and unless acting on the instructions of an authorised officer, on no account must information concerning staff, patients or other health service business be divulged or discussed except in the performance of normal duty. In addition records must never be left in such a manner that unauthorised person can obtain access to them and must be kept in safe custody when no longer required.

The Consultant must also abide by the Employer's policy with respect to confidentiality.

16. Management

Acceptance of the medical and administrative structures of HSE- South and the National Rehabilitation Hospital is necessary. The appointee shall participate in the development and operation of the Clinical Management structure and in such management or representative structures as are in place or being developed.

17. Medical Council Registration

The appointee should be registered as a specialist in the Specialist Division of the Register of Paediatricians maintained by the Medical Council in Ireland in the speciality of in Disability.

Documentary evidence of Medical Council Registration is required and must be produced annually to Medical Administration at the National Rehabilitation Hospital.

18. Private Practice

Subject to the provisions of Section A (20) of the Consultant Contract 2008, the Consultant may engage in privately remunerated professional medical practice as determined by his/her Contract Type as described in Section A (21) of the Consultant Contract 2008.

19. Clinical Indemnity

- a) The Consultant will be provided with an indemnity against the cost of meeting claims for personal injury arising out of bona fide actions taken in the course of his/her employment.
- b) This indemnity is in addition to the Employer's(s') Public Liability / Professional Indemnity /Employer's(s') Liability in respect of the Consultant's non-clinical duties arising under this contract.
- c) Notwithstanding (a) above, the Consultant is strongly advised and encouraged to take out supplementary membership with a defence organisation or insurer of his/her choice, so that (s)he has adequate cover for matters not covered by this indemnity such as representation at disciplinary and fitness to practice hearings or Good Samaritan acts outside of the jurisdiction of the Republic of Ireland.

- d) Under the terms of this indemnity the Consultant is required to report to an officer designated by the Employer in such form which may be prescribed, all adverse incidents which might give rise to a claim and to otherwise participate in the Employer's risk management programme as may be required from time to time.

20. Ethics in Public Office Acts 1995 and 2001

As you occupy a designated position of employment in the HSE, you are required to comply with the requirements of the Ethics in Public Office Acts 1995 and 2001. In accordance with Section 18 of the Ethics in Public Office Act 1995, you are required to prepare and furnish an annual statement of any interests which could materially influence you in the performance of your official functions. This annual statement of interest should be submitted to the Chief Executive Officer not later than 31st January in the following year.

In addition to the annual statement, you must whenever you are performing a function as an employee of the HSE and you have actual knowledge that you, or a connected person, have a material interest in a matter to which the function relates, provide at the time a statement of the facts of that interest. You should provide such statement to the Chief Executive Officer. The function in question cannot be performed unless there are compelling reasons to do so and, if this is the case those compelling reasons must be stated in writing and must be provided to the Chief Executive Officer. Under the Standards in Public Office Act 2001, you must within nine months of the date of your appointment provide the following documents to the Standards in Public Office Commission at 18 Lower Leeson Street, Dublin 2.

- i. A Statutory Declaration, which has been made by you not more than one month before or after the date of your appointment, attesting to compliance with the tax obligations set out in section 25 (1) of the Standards in Public Office Act and declaring that nothing in section 25(2) prevents the issue to you of a tax clearance certificate.
- ii. and either
 - (a) Tax Clearance Certificate issued by the Collector-General not more than 9 months before or after the date of your appointment or
 - (b) an Application Statement issued by the Collector-General not more than 9 months before or after the date of your appointment. You are required under the Ethics in Public Office Acts 1995 and 2001 to act in accordance with any guidelines or advice published or given by the Standards in Public Office Commission. Guidelines for public servants on compliance with the provisions of the Ethics in Public office Acts 1995 and 2001 are available on the Standards Commission's website <http://www.sipo.gov.ie/>

21. Medical Ethics

All Consultants appointed to the National Rehabilitation Hospital shall abide by the decisions of the Ethics Committees of the Hospitals.

22. Continuing Medical Education

The CME allowance is €3,000 per annum. Annual carry over must be agreed with the Financial Controller on a year to year basis.

23. Disciplinary & Grievance Procedures

There exists Disciplinary and Grievance Procedures as contained in Section A (28) of the Consultant Contract 2008.

24. Other provisions as per the Consultant Contract 2008.



NATIONAL REHABILITATION HOSPITAL

Permanent Consultant Paediatrician Part-Time

NRH	19.5 hours
Beaumont Hospital	As Required
Children's Health Ireland Temple Street	As Required

1. Title:

Consultant in Paediatric Medicine.

2. Purpose of the Position:

The Consultant in Paediatric Medicine will provide rehabilitation services on a Type A basis under Consultant Contract 2008 (as of 01 October 2012) with a commitment of 19.5 hours per week, and will be based at the National Rehabilitation Hospital, Beaumont Hospital and Children University Hospital, Temple Street.

3. Accountable to:

The Consultant's reporting relationship and accountability for the discharge of his/her contract is:

to the Chief Executive Officer/General Manager/Master of the hospital (or other employing institution) through his/her Clinical Director. The Hospital Group Chief Executive Officer or Chief Officer, Community Health Organisation may require the Consultant to report to him/her from time to time.

4. Liaison / Communication:

To discharge the duties of this post he/she will require a good level of communication primarily with the patients, consultants and other medical staff, allied health professionals and other stakeholders at the NRH. .

5. Location of Post:

This is a joint appointment to the National Rehabilitation Hospital, Beaumont Hospital and Children University Hospital, CHI at Temple Street.

6. Overview of the Role

This Paediatric Consultant will enable NRH to deliver more comprehensive at the NRH will enable NRH to deliver a comprehensive inpatient rehabilitation at the NRH. This Paediatric Consultant will provide cross cover to enable the Paediatric unit to remain open while current Paediatrician Consultant has on call commitment in OLHC, is on leave or is attending to mandatory HSE and RCPI competency training delivered away from NRH.

This Paediatric Consultant will provide appropriate/essential on site day time Paediatric Consultant cover in NRH. The Paediatric Consultant post will improve the quality of transition between the acute hospitals and the NRH. Currently the NRH Paediatrician in post reviews children in OLCHC hospital prior to their transfer to NRH which helps to ensure appropriate rehabilitation is happening in the acute centre and also helps to facilitate smooth and timely transfer to NRH.

Our current Paediatrician Consultant ensures that children transferred for acute rehabilitation from OLCHC have been appropriately medically assessed to ensure their suitability for care at NRH particularly in terms of medical stability. This clinical link to the acute referring Paediatric hospital is vital in terms of delivering continuity of safe care.

This Paediatric Consultant will develop similar service in Beaumont Hospital Neurosurgical Paediatric Unit and CHI at Temple Street allowing a much improved communication and facilitate admissions from these centres to ensure a smooth transition to NRH. These arrangements will facilitate direct communication and preadmission assessment from these centres to ensure smooth patient transition to the NRH

The second Paediatrician on site in the NRH will help provide a safer more comprehensive on-site service including a Consultant presence at family meetings,

NATIONAL REHABILITATION HOSPITAL

The National Rehabilitation Hospital (NRH) is a 120-bed post-acute inpatient service which provides rehabilitation services to the population of the Republic of Ireland (approaching 5 million). The National Rehabilitation Hospital is the primary Specialist Rehabilitation Service for those who sustain severe non progressive neurological trauma.

The hospital treats an approximately 1,000 inpatients per year and 4,000 outpatients per year. The main subspecialties are Spinal Injury, Brain Injury, Stroke, Paediatric and Amputee.

The NRH continues to be successfully accredited by the Commission for Accreditation of Rehabilitation Facilities (CARF), for a successive 3 year periods, in recognition of its standards of practice and service delivery in rehabilitation.

At this time are seven admitting Consultants in Rehabilitation Medicine (Adult) and one Paediatrician. In addition, Consultant services are provided by visiting consultants from the following specialties: microbiology, radiology, urology, orthopaedic surgery, anaesthesia, psychiatry, neuropsychiatry, plastic surgery and intensive care.

NCHD staffing

NCHD staffing at the National Rehabilitation Hospital comprises eight registrars and six senior house officers (SHOs) who, along with the consultant on call (off site), provide 24-hour medical cover. At any one time two to four of the registrars are on the Irish Higher Specialist Training (HST) scheme for Rehabilitation Medicine. The Hospital is also accredited for basic specialist training (BST) by the Royal College of Physicians of Ireland (RCPI). Recruitment of BST SHOs and specialist registrars, and their educational appraisal, is organised by the Irish Committee for Higher Medical Training, ICHMT.

Undergraduate Teaching

The National Rehabilitation Hospital has strong educational links with the Faculties of Medicine at University College Dublin (UCD), Trinity College Dublin (TCD) and the Royal College of Surgeons in Ireland (RCSI). Many NRH consultants hold honorary Professorship or honorary senior lectureships in UCD, TCD or RCSI. A clinical lecturer/tutor post has been funded by TCD since 2010.

Research

There is a very active Research facility at the National Rehabilitation Hospital. The Department of Medicine is currently involved in a number of academic research projects.

ACCOUNTABILITY, DUTIES AND RESPONSIBILITIES

This is a part-time post at the National Rehabilitation Hospital. The following conditions apply:-

1. General Accountability

The person chosen will:

- maintain throughout the Hospitals listed above awareness of the primacy of the patient in relation to all of the Hospitals' activities.
- demonstrate behaviour consistent with the values of the Hospital.
- promote open communications throughout the Hospital.

2. Specific Accountability

- Specialist medical opinion and clinical consultations will be provided for patients as appropriate and at the request of medical colleagues.
- The Consultant in Paediatrics will facilitate the education of all hospital staff in best practice in Paediatrics
- The Consultants' Contract 2008 provides for a normal working week of 39 hours. This 39 hour commitment (or pro rata of same, if applicable) will normally be delivered across a span of 12 hours between the hours of 8am and 8pm Monday to Friday.
- The consultant paediatrician will facilitate the education of all hospital staff in best practice in paediatric rehabilitation medicine.

The post holder will be required to: -

- Act as Consultant Paediatrician with an interest in disability and rehabilitation at The National Rehabilitation Hospital complying with the Hospital's Constitution and the Board of the National Rehabilitation Hospital.
- Adhere to the Standard Duties and Responsibilities (Section 12 a – 1) as detailed in the Consultant Contract 2008.
- Advocating for patients of the paediatric service, with activity and participation limitations and their families.
- Participate in the provision and administration of the Rehabilitation services

for patients at the National Rehabilitation Hospital and Work within the Hospitals' Clinical Management structures.

- To participate as required in planning, specifically strategic programming planning for the Paediatric Programme, including the introduction and assessment of new methods, evaluation and organisation of staff and equipment requirements and demonstrate commitment to the continued improvement of a patient and family focused paediatric service.
- Maintain and develop ongoing relationships with the medical paediatric community and all other relevant stakeholders for the National Rehabilitation Hospital Paediatric Programme.
- Participate in the provision and administration of the Paediatric Rehabilitation Services for patients at the National Rehabilitation Hospital.
- Work within the National Rehabilitation Hospitals' Clinical Management structures.
- Participate in education and teaching, including undergraduate and postgraduate teaching and conference commitments at the National Rehabilitation Hospital for medical, nursing and all other staff.
- Maintain a programme of continuing medical education applicable to the responsibilities of the post.
- Develop and collaborate with others in clinical, laboratory or other research as appropriate to the speciality on a local, regional and national basis.
- Be easily accessible to clinical staff in person or by phone during normal working hours to advice on treatment and management of paediatric patients
- Attend and participate in meetings relevant to the post e.g. Medical Board, Medical Executive and appropriate other Committees.
- Be committed to research and audit in the hospitals.
- Liaise with Chief Executive Officer, Management Teams/ Programme Managers, Senior Medical and Nursing staff in all matters pertaining to the general efficiencies and effectiveness of the Hospitals.
- Be familiar with the day-to-day security of the work area to which assigned, with awareness of fire regulations and security arrangements.
- Keep up to date with all relevant mandatory training for the department.

Perform such other duties appropriate to his/her office as may be assigned to him/her by the Chief Executive Officer, clinical Director or designated officers of the National Rehabilitation Hospital

- To participate in the development of and undertake all duties and functions pertinent to the area of competence, as set out within the Clinical

Directorate Service Plan and in line with policies as specified by the Employer.

- To ensure that duties and functions are undertaken in a manner that minimises delays for patients and possible disruption of services.
- To work within the framework of the National Rehabilitation Hospital's service plan/ scope of service and/or levels of service (volume, types etc.) as determined by the Employer.
- To co-operate with the expeditious implementation of the Disciplinary Procedure (attached at Appendix II).
- To participate in the development and operation of the Clinical Directorate structure and in such management or representative structures as are in place or being developed.
- To provide, as appropriate, consultation in the Consultant's area of designated expertise in respect of patients of other Consultants at their request.
- To ensure in consultation with the Chair, Medical Board that appropriate medical cover is available at all times for the Paediatric Programme having due regard to the implementation of the European Working Time Directive as it relates to doctors in training.
- To supervise and be responsible for diagnosis, treatment and care provided by Non-Consultant Hospital Doctors (NCHDs) treating patients under Consultant's care at the National Rehabilitation Hospital. .
- To participate as a right and obligation in selection processes for Non-Consultant Hospital Doctors and other staff as appropriate.
- To participate in clinical audit and proactive risk management and facilitate production of all data/information required for same in accordance with regulatory, statutory and corporate policies and procedures.
- To participate in and facilitate production of all data/information required to validate delivery of duties and functions and inform planning and management of service delivery.
- To practice as a Consultant to attend the National Rehabilitation Hospital at such times as may be determined by the Chief Executive Officer , or other designated officer, and in emergencies as required and to remain in attendance as long as his/her services are required.

8. **Skills, Competencies and/or knowledge**

- Contribute to and maintain all aspects of the existing paediatric rehabilitation service, including providing a service to inpatients and outpatients at the Hospital.
- The successful Consultant appointed will make use of opportunities for continuing medical education on a regular basis in the form of local, regional, national and international clinical meetings in order to accrue the number of CME credits determined by the Royal College of Physicians.

There is a requirement to participate in the annual consultant appraisal programme.

- Display evidence of professional knowledge and attainment in all aspects of Paediatric Medicine and Rehabilitation Medicine required to fulfilling the role and duties of a Consultant Paediatrician at the National Rehabilitation Hospital.
- Participate in the management and direction of the Paediatric Service in its administrative, financial, personnel and other functions.
- Participate in the effective planning and demonstrate organisational skills including awareness of resource management and importance of value for money in relation to resource utilization management.
- Able to manage deadlines and effectively handle multiple tasks.
- Demonstrate leadership and team management skills including the ability to work with multidisciplinary team members and Programme Manager
- Display the ability to build teams and to devolve responsibility appropriately and the talent to develop, manage and work in partnership with his/her team
- Demonstrate commitment to the delivery of a patient focused service.
- Demonstrate evidence of ability to empathise with and treat patients, relatives and colleagues with dignity and respect.
- To formally review the execution of the Clinical Directorate Service Plan with the Clinical Director /Employer periodically. The Clinical Directorate Service Plan shall be reviewed periodically at the request of the Consultant or Clinical Director /Employer. The Consultant may initially seek internal review of the determinations of the Clinical Director regarding the Service Plan.

3. Skills Competencies and/or knowledge

- The successful applicant will play a full and positive role in facilitating and planning service change at the National Rehabilitation Hospital.
- Contribute to and maintain all aspects of the existing rehabilitation service, including providing a service to inpatients and outpatients at the National Rehabilitation Hospital.
- Display the ability to build teams and to devolve responsibility appropriately and the talent to develop, manage and work in partnership with his/her team.

NOTE: The extent of speed and change in the delivery of health care is such that adaptability is essential at this level of management. The incumbent will be required to maintain, enhance and develop their professional knowledge, skills and aptitudes necessary to respond to a changing situation. The hospitals are at the developmental stage therefore, the Job Description must be regarded as an outline of the major areas of accountability at the present time, which will be reviewed and assessed on an on-going basis.



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Part-Time

NRH	19.5 hours
Beaumont Hospital	As required
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WORK SCHEDULE

Weekly Activity Breakdown (19.5) Discharged over following

Weekly activities:

Ward Rounds/ Inpatient Care Consults/ Case Meeting	<ul style="list-style-type: none"> • Conference 3.5 hours • Multidisciplinary team review 1.5 hours • Ward Round 2 hours • New Patient reviews 1.5 hours
Clinical Admin GP/ Consultant Liaison	<ul style="list-style-type: none"> • 2 hours
Diagnostic Procedures	
OPD	<ul style="list-style-type: none"> • 5 Hours
Committees	<ul style="list-style-type: none"> • 1 Hours
Medical Education Training Research CME + CPD	<ul style="list-style-type: none"> • 2 Hours
Policies and Procedures	<ul style="list-style-type: none"> • 1 Hours
Travel	<ul style="list-style-type: none"> • 0
Beaumont Hospital Temple Street University Hospital	<ul style="list-style-type: none"> • As required

The Paediatric team provide a comprehensive inpatient and outpatient service, which includes:

Brain Injury follow up, Spinal Cord Injury follow up and Pre- admission Assessment Clinics. It will be expected that the Paediatric Consultant will part take in these clinics.

Family meetings are held frequently during children's inpatient stay. It is envisaged that the increased consultant presence will facilitate consultant attendance at family meetings where required.

We are hoping to establish an ongoing educational multi-disciplinary meeting for the Paediatric team.

Administrative duties can be scheduled in at the discretion of the consultant.

Monday

Both Paediatric Consultants will attend the NRH every Monday.

Each Monday the main coordinating multidisciplinary team conference is held. All current and planned inpatients are reviewed and discussed in a multidisciplinary setting.

Inpatients arrive on site by Monday afternoon for clinical assessment. These patients can access their comprehensive consultant review on the day of admission which has been a major enhancement of our clinical care programme and now matches the protocol for adult admissions.

The NRH NCHDs with responsibility for the paediatric service, will be present for these assessments. Ongoing NCHD education is vital to future proofing the service.

Tuesday.

The current Paediatric Consultant is unable to attend the NRH due to contractual duties in OLCHC.

The Paediatric Consultant will be scheduled to attend NRH on a Tuesday to provide continuity of care. The Consultant will review inpatients as required and contribute to a Paediatric Brain Injury follow up clinic, which traditionally has been provided by a non-consultant led therapy team.

Wednesday - Friday

The Paediatric Consultant will attend NRH to manage inpatient needs as necessary and if necessary will travel to review those patients on the waiting list in Beaumont Neurosurgical Paediatric Unit and to the Children's University hospital Temple Street. This service provision will facilitate much improved communication and facilitate smooth transition to NRH. This consultant will also facilitate greater availability for family meetings.

A formal teaching session will be established with Multidisciplinary involvement. There will be the opportunity to attend Programme Planning meeting which will allow ongoing development of the programme.

The above is subject to change to suit the service need as required.

Patient Safety & Quality

The NRH prioritises the delivery of quality and safe patient care under HIQA and other quality standards. It is the responsibility of all staff at all levels to ensure that the highest level of quality services required for each patient is maintained. If you have a concern regarding any issue of patient safety and well-being please bring this to the immediate attention of your manager.

Quality and Patient Safety supports the Health Service to deliver high quality and safe services to patients and service users. The post-holder is responsible and accountable to deliver a quality service that ensures patient safety. The post holder will work within a risk management framework that complies with the Health Information and Quality Authority (HIQA) National Standards and other quality standards as appropriate.

Quality, Patient Safety & Risk Management

The NRH is committed to supporting a culture of continuous quality improvement through effective governance, clinical effectiveness and outcome measurement. Quality and Patient Safety supports the Health Service to deliver high quality and safe services to patients and service users. This involves developing appropriate standards of practice that can be measured from the clinician and service user perspective and requires that the Manager is:

- Responsible to ensure compliance with Health Information and Quality Authority (HIQA) National Standards, Health Service Executive (HSE), CARF/adopted Accreditation Standards, National and Local policies, procedures, guidelines, best practice standards, relevant government legislation and regulations.
- Participate in various standards, NRH accreditation and quality control groups to support the overall achievement and maintenance of the designated NRH quality and accreditation standards.
- To promote and effect a Continuous Quality Improvement (CQI) environment for services at NRH in line with existing and future regulatory requirements.
- To work closely with the Risk Management Department, clinical programmes and services in order to organise and assure implementation of all hospital and external quality, safety and risk management policies, procedures and requirements pertinent to services at the Hospital.

The extent of speed and change in the delivery of health care is such that adaptability is essential for all staff. The post-holder will be required to maintain, develop and enhance the necessary professional knowledge, skills and aptitudes required to respond to a changing situation.

This job description does not contain an exhaustive list of duties, and the post holder may be required to undertake additional responsibilities. It will be reviewed from time to time in order to adapt and develop the role, according to service needs and Hospital policies.

I agree that this position description clearly outlines the specific responsibilities and duties that are to be carried out as part of this role. I also understand that these represent the minimum requirements to perform the duties at the current level.

To be signed by the post holder.

Employee Name: _____ *Employee Signature:* _____

Clinical Director: Mark Delargy *Clinical Director Signature:* _____

Date: _____ *Date:* _____