

ASSOCIATE GP

You are an excellent communicator, who values the benefits (for both patient and clinician) that personal lists and continuity of care brings. You thrive in a multi-disciplinary GP setting, and want to be part of a GP team recently described by patients as “very friendly and understanding”, “caring and professional” and “attentive and effective”.

We now have 2 vacancies for associate GP’s working a minimum of 5 sessions minimum each.

If you want to:

- Provide the best care for your patients that is only possible with good continuity supported by personal lists
- Benefit from a well-established multi-disciplinary team including pharmacists, physios, health and wellbeing practitioners and social prescribers
- Be part of a practice where genuine staff well-being is important; and
- Enjoy ice cream days like we had recently, when we paid for a van to come into the car park and provide a free ice cream for all of our staff

then we’d love to consider you for this position.

In addition, we offer the chance to prepare for future career progression by: attending partners and practice executive meetings; taking on a shadow lead role with a partner; having one-to-one coaching sessions with the practice manager around practice finance and practice strategy; and more.

For interested candidates, there may also be an opportunity to participate in the extensive medical student teaching programme we run.

PLEASE NOTE: interviews will take place during w/c 16.09.2022 (although we may offer earlier interviews for suitable candidates). If that is an issue, please e-mail our Practice Manager Peter Maynard

JOB DESCRIPTION: Associate GP

RESPONSIBLE TO: Practice Manager and the Partnership

JOB SUMMARY: The post holder will work with a team of 15 other GPs and approximately 60 staff at Horfield Health Centre providing primary care services (PMS contract) to around 18,000 patients across Horfield and Lockleaze.

PRINCIPLE RESPONSIBILITIES:

- Acute and chronic medical care of patients (and provide cross-cover for a ‘buddy’ GP) between 8.00am and 6.30pm Monday to Friday and at other times when the practice complies with its enhanced access obligations. Patient contact may be via email, phone, consultation at the surgery or home visits at any appropriate time throughout the working day.
- Share the clinical management and administration duties in the practice (e.g. leading some of the practice’s clinical quality programmes).
- Participate in the practice’s and your individual performance management programme.

- Promote effective working relationships and communication within the practice.
- Maintain your own professional development (by demonstrating that you are an accomplished self-directed learner, and sharing your learning with others where appropriate).
- Make effective use of the various information and technology systems in the practice, to include the consistent and accurate entering of data and use of read codes on the practice's clinical record EMIS Web.
- Contribute to the practice's team learning, teaching and research programmes as required.
- Attend management, training and staff meetings as required. Some meetings may occur on days that the doctor does not usually work.
- Work within all relevant practice policies and procedural guidelines
- Maintain strict confidentiality at all times, on all matters relating to patients and staff in accordance with current data protection legislation.
- Any other relevant duties that may be required from time to time.

PERSON SPECIFICATION

Ideally we would like to appoint someone as follows:

- **Competencies** – evidence of a breadth and depth of clinical knowledge and skills; able to deal with people in a professional manner even when under pressure; strong inter-personal and communication skills; being flexible and liking to work within a team; comfortable working with IT. Takes personal responsibility to make themselves an amenable, compatible and effective team member.
- **Qualifications and training** – Have passed membership exam of the Royal College of General Practitioners; accredited as GP by the GMC; registered on the NHS National Performer's list; commitment to personal continuing professional development
- **Experience** – Recent experience working as a GP in the UK, either as Partner, salaried doctor, locum GP or GP Trainee.
- **Organisational fit** – A conscientious doctor, an enthusiast for primary care; a willingness to provide an excellent, comprehensive service for patients; a good team worker who believes in providing an accessible service for patients that offers the best treatments, satisfies the patient and is efficient, effective and fair to all; is committed to life-long learning and has a positive attitude to continuous quality improvement. Has a 'can-do' attitude.
- **Special Requirements** – has a driving license and car. An interest in teaching medical students and GP trainees, and/or a willingness to support research in the practice is desirable. A vision of how primary care will provide a service in the future and possesses knowledge or skills complementary to the existing team is preferred.
- **Organisational progression** – The practice is committed to staff training, regular in-house appraisals and continuous professional development. The successful applicant will be prepared to

attend training sessions, put the learning into practice and take on more responsibility in the practice as required. All staff are appraised annually by a line manager.

TERMS AND CONDITIONS

WORKING HOURS

At least 5 SESSIONS PER WEEK: with the precise session pattern to be agreed between the parties.

Working day is usually between 8.30am – 6.30pm (weekdays), with a reasonable share of the extended hours and improved access obligations (involving staggered session start times and some evenings (to 8pm) and Saturday half-days).

SALARY SCALE

Associate GP: £10,562.06 per session per annum. A session is roughly 4.5hr (e.g. 8.30am to 1pm or 2pm to 6.30pm).

OTHER BENEFITS

- *Company events*
- *Cycle to work scheme*
- *On-site parking*

ANNUAL LEAVE

On appointment - 27 days + 8 days pro rata

After 5 years' service - 29 days + 8 bank holidays pro rata

The definition we are using for length of service is continuous employment undertaken within our general medical practice. Staff who are contracted to work less than full time will be entitled to paid holidays (including bank holidays) pro-rata to the number of holidays (including bank holidays) for those contracted to work full time.

PENSION SCHEME

GPs are eligible to join the NHS Pension Scheme

STUDY LEAVE

All GPs are eligible for one week's paid pro-rata study leave and have a study budget provided by the practice.

MEDICAL DEFENCE COVER

Currently a contribution is made to Associate GP's top up indemnity costs, (i.e. those over and above the NHS national indemnity scheme) but this is subject to review if those premiums increased markedly.

PROBATIONARY PERIOD

6 months

REVIEW

This is not a complete and final statement of duties and responsibilities, and may be subject to review and amendment in the light of changing needs.