1. **Title**
   Consultant in Rehabilitation Medicine

2. **Purpose of the Position**
   The Consultant in Rehabilitation Medicine will provide rehabilitation services on a Type A basis under Consultant Contract 2008 (as of 8 December 2014) with a commitment of 39 hours per week, and will be based at the Mater Misericordiae University Hospital, Cappagh National Orthopaedic Hospital and the National Rehabilitation Hospital.

3. **Professional Qualifications**
   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 rehabilitation medicine.

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 for the office occurs.

5. **Health**
   A candidate for and any person holding the post must be fully competent and capable of undertaking the duties attached to the post and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

6. **Character**
   A candidate for and any person holding the post must be of good character.

7. **Entry to competition / recruitment process**
   For the purposes of eligibility for entry to any competition or recruitment process associated with this post, a candidate cannot be appointed as a Medical Consultant unless (s)he is registered as a Specialist in the Specialist Division of the Register of Medical Practitioners maintained by the Medical Council of Ireland. Successful candidates must be registered as a Specialist in the relevant Specialty on the Specialist Division of the Register of Medical Practitioners maintained by the Medical Council of Ireland within 180 days of the day of interview. Should the successful candidate not be registered as a Specialist at that time, the post may be offered to the next suitable candidate (or, in the case of HSE posts, the Public Appointments Service may choose not to recommend that candidate to the employer). Should no suitable candidate exist, a further process may be initiated.

8. **Accountable to/ Reporting Relationship**
   The Consultant’s reporting relationship and accountability for the discharge of his/her contract is:(i) to the Chief Executive Officer/General Manager/Master of the hospital (or other employing institution) through his/her Clinical Director.
9. **Liaison and 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 hospitals involved.

**Overview of the Role**

**Mater Misericordiae University Hospital**

The Mater Misericordiae University Hospital is a 570 bed, acute tertiary referral centre which houses the National Spinal Injuries Unit (NSIU). There are 8 admitting Consultant Orthopaedic Surgeons, 5 committed to the traumatic spinal cord injury on-call rota. There is a well-established multidisciplinary team dealing specifically with acute spinal injuries in the Mater Hospital.

The Mater Hospital Rehabilitation Report of 2007 highlighted that one fifth of the acute admissions to the MMUH via the Emergency Department has a neurological condition. Frequently many of these patients have a need for acute and prolonged rehabilitation for conditions such as Parkinson's disease (200 admissions per year), multiple sclerosis (130 admissions per year), and peripheral neuropathy (70 admissions per year). In addition, the MMUH deals with approximately 350 acute stroke patients per year, approximately 33% of whom are under 65 years of age. The Rehabilitation Review conducted by the MMUH, advised that there is currently a lack of co-ordinated rehabilitation services within the MMUH outside of the NSIU. The basis for this new post is to facilitate further development of neurological rehabilitation services at the MMUH.

In the acute phase, through his/her sessional commitments to the MMUH, the new consultant in rehabilitation medicine will play the following roles:

1. Early assessment of the impairments of in-patients with stroke, TBI or other neurological conditions.

2. Identify patients who are likely to require prolonged rehabilitation in an off-site specialist facility or other units as appropriate including the National Rehabilitation Hospital. Early assessment is followed by the development of appropriate review plans & timely liaison with family & multiple agencies, working towards successful discharges.

3. Attendance at the general neurology & stroke ward rounds & multidisciplinary team (MDT) meetings to facilitate this new consult service, to assist in the rehabilitation management of these patients & in discharge planning.

4. Where patients are not under the care of specialist neurology service, MDT & family meetings will be arranged by the new RM consultant to plan rehabilitation & discharge.

The new post-holder will also establish a multi-disciplinary out-patient clinic to meet the needs of patients with congenital & progressive neurological conditions.

**Cappagh National Orthopaedic Hospital**

Cappagh National Orthopaedic Hospital is Ireland’s major centre for elective orthopaedic surgery. Cappagh has been the pioneer of Orthopaedic Surgery in Ireland and is now the biggest dedicated Orthopaedic hospital in the country. The Hospital has joint Consultant appointments with all of the level 4 Acute Hospitals in Dublin and is part of the Ireland East Hospital Group.

In 2015 there were 4,227 orthopaedic outpatient referrals, 3,184 orthopaedic inpatient waiting list referrals and 4,936 day case waiting list referrals. There were also 249 admissions to the
Rehabilitation Unit.

The Hospital has 159 beds, of which 52 are specialised rehabilitation beds to treat patients following an acute episode to sustain independent living. This 52 bed unit provides specialist inpatient rehabilitative services for specific requirements for patients over 18 years. The unit accepts post-acute discharges from the Mater & Connolly Hospital’s.

Previous to these patients being admitted to Cappagh, they were long term inpatients in the Mater Misericordiae & Connolly Hospitals. The funding for this programme allows these patients to leave the acute level 4 Hospital and to receive their rehabilitation care in Cappagh therefore releasing beds where they are critically required. The Hospital has a multi-disciplinary team in place allowing for a full specialisation of staff to assist the patient in their rehabilitation so as to ensure the overall aim of the patient returning home within a 6 week timeframe is achieved. A 0.5 WTE Consultant Geriatrician post and medical team is also assigned to this unit. The Rehabilitation Consultant will work in partnership with the Consultant Geriatrician in the provision of clinical governance over the unit.

National Rehabilitation Hospital

The National Rehabilitation Hospital (NRH) is a 106-bed acute inpatient service which provides rehabilitation services to the population of the Republic of Ireland (approximately 4.2 million). The National Rehabilitation Hospital is the primary Specialist Rehabilitation Service for those who sustain severe non progressive neurological trauma.

The hospital treats approximately 1,000 inpatients per year and 4,000 outpatients per year. The main services are the Spinal Injury Service, the Brain Injury Service, Stroke Service and Amputee Services.

The NRH has recently been accredited by the Commission for Accreditation of Rehabilitation Facilities (CARF), for a 3 year period, in recognition of its standards of practice and service delivery in rehabilitation.

There are seven admitting Consultants in Rehabilitation Medicine (Adult). There is one admitting Community Paediatrician. In addition, Consultant services are provided by one Urologist, two Orthopaedic Surgeons, a Radiologist, an Anaesthetist, a Microbiologist, Neuro-psychiatrist and Plastic Surgeon.

Patients are referred to the National Rehabilitation Hospital (NRH) from the entire country.

NCHD staffing involves four Registrars of whom one or two, at any one time, are on the Specialist Registrar Training Scheme for Rehabilitation Medicine in Ireland. Recruitment and on-going educational appraisal is organised centrally for this scheme by the Irish Committee for Higher Medical Training, ICHMT. The Hospital is also accredited for general professional training/ Basic Specialist Training of Registrars and SHOs by the Royal College of Physicians. There are five Senior House Officers who together provide 24 hour cover. The National Rehabilitation Hospital has strong educational links with the Faculty of Medicine at University College Dublin and Trinity College Dublin at undergraduate level.

Undergraduate & Postgraduate Education

The MMUH is formally linked with University College Dublin for medical education and training.

The National Rehabilitation Hospital has teaching agreements to medical, nursing and therapy personnel and has strong links with the UCD Medical School, Trinity College Dublin, RCSI and University of Limerick.

Cappagh Hospital is formally linked with University College Dublin and the Royal College of Surgeons Ireland for undergraduate medical education and training.

The new post holder will be expected to participate in undergraduate & postgraduate education at all sites as required.
Research

There are very active research facilities at the MMUH, CNOH & NRH. The new post-holder will be expected to participate and to expand his/her areas of research interest.

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 Hospitals.
- promote open communications throughout the Hospitals.

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 rehabilitation medicine will facilitate the education of all hospital staff in best practice.
- The Consultants’ Contract 2008 (as of 8 December 2014) provides for a normal working week of 39 hours. This 39 hour commitment will normally be delivered across a span of 12 hours between the hours of 8am and 8pm Monday to Friday.

The post holder will be required to:

- Act as Consultant in Rehabilitation Medicine under the Boards of the Mater Misericordiae University Hospital, Cappagh National Orthopaedic Hospital and the National Rehabilitation Hospital.
- Adhere to the Standard Duties and Responsibilities (Section12 a – l) as detailed in the Consultant Contract 2008 (as of 8 December 2014)
- Participate in the provision and administration of the Rehabilitation services for patients at the Mater Misericordiae University Hospital, Cappagh National Orthopaedic Hospital & the National Rehabilitation Hospital.
- Work within the Hospitals’ Clinical Management structures.
- Participate in education and teaching, including undergraduate and postgraduate teaching and conference commitments of the Hospitals for medical, nursing and other staff.
- Develop and collaborate with others in clinical or other research as appropriate to the specialty on a local, regional and national basis.
- Hold a leadership role in shaping policy in the Hospital with regard to the management of rehabilitation services, in line with best practice and international accreditation standards.
- Be easily accessible to clinical staff in person or by phone during normal working hours to advice on the treatment and management of patients.
- Attend and participate in meetings relevant to the post e.g. Medical Board, Medical Executive and appropriate other Committees e.g. Clinical Peer Review at the National Rehabilitation Hospital.
- Be committed to research and audit in the hospital.
- 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 particular awareness of fire regulations and security arrangements.
• Keep up to date with all relevant mandatory training for the department.
• Participate in business/service planning, including the introduction and assessment of new methods, evaluation and organisation of staff and equipment requirements.
  ▪ To participate in development of and undertake all duties and functions pertinent to the Consultant’s area of competence 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 hospital/agency’s service plan and/or levels of service (volume, types etc.) as determined by the Employer. Service planning for individual clinical services will be progressed through the Clinical Directorate structure or other arrangements as apply.
• To co-operate with the expeditious implementation of the Disciplinary Procedure (attached at Appendix II).
• 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.
• 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/Clinical Director that appropriate medical cover is available at all times 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 the Consultant’s care.
• To participate as a right and obligation in selection processes for Non-Consultant Hospital Doctors and other staff as appropriate. The Employer will provide training as required. The Employer shall ensure that a Consultant representative of the relevant specialty/sub-specialty is involved in the selection process.
• 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.

8. Skills Competencies and/or knowledge
  ▪ The successful applicant will play a major role in shaping the development and lead the design of rehabilitation and long-term neurological care pathways.
  ▪ The successful applicant will play a full and positive role in facilitating and planning service change – they represent an exciting opportunity to develop a new service delivery system and create a sustainable specialist service for the Mater Misericordiae University Hospital, Cappagh National Orthopaedic Hospital & the National Rehabilitation Hospital.
  ▪ Contribute to and maintain all aspects of the existing rehabilitation service, including providing a service to inpatients and outpatients at Mater Misericordiae University Hospital, Cappagh National Orthopaedic Hospital & National Rehabilitation Hospital.
  ▪ Extend existing links with primary care colleagues, where required in developing the regional service.
  ▪ It is expected that the appointee 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 Continuing Medical Educational (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 Rehabilitation Medicine required fulfilling the role and duties of a Consultant in Rehabilitation Medicine.
- Demonstrate evidence of capacity to manage and direct the service in its administrative, financial, personnel and other activities.
- Demonstrate evidence of effective planning and organisational skills including awareness of resource management and importance of value for money.
- Demonstrate ability to manage deadlines and effectively handle multiple tasks
- Demonstrate leadership and team management skills including the ability to work with multi-disciplinary team members.
- 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.

9. **Interpersonal / Communication Skills**

- Demonstrate a high level of verbal and non-verbal communication skills in order to effectively communicate with patients/service users, carers, families, colleagues, managers, other health service staff and stakeholders from other organisations.
- Demonstrate knowledge of all relevant hospital policy documents and HSE policy documents pertaining to Dignity at Work and Trust in Care.

10. **Leadership / Teamwork Skills:**

- Demonstrate leadership and team management skills including the ability to manage his/her team as clinical team leader and work effectively with multidisciplinary team members.
- Demonstrate an ability to adapt to working with different teams / services in a locum position

11. **Organisational Skills:**

- Demonstrate evidence of effective planning and organisational skills including awareness of resource management.
- Demonstrate ability to evaluate information and judge situations
- Demonstrate evidence of IT skills

**Particulars of the Post:**

This is a new permanent full-time post based at the Mater Misericordiae University Hospital (17 hours), Cappagh National Orthopaedic Hospital (15 hours) and the National Rehabilitation Hospital (7 hours). The following conditions apply:-

1. The appointment is permanent and of a full-time nature.
2. The person appointed shall be on probation for one year.
3. The terms, conditions and benefits of the Consultant Contract 2008 (as of 8 December 2014) approved by the Department of Health and Children will apply.
4. Annual leave will be in accordance with the Consultants’ Contract 2008 (as of 8 December 2014). It will be necessary to ensure that this leave is taken so that, on receipt of notification the Administrative head of the Department/Specialty may make appropriate cover and other arrangements.
5. The regulations of Voluntary Hospitals’ Superannuation Scheme (including Spouses and Children’s Pension Scheme) will apply.
6. The person appointed shall abide by the respective Ethical Policies approved by the Boards of Management of the Mater Misericordiae University Hospital, Cappagh National
7. All applications for special leave shall, in addition, be forwarded to the Executive Council of the Mater Misericordiae University Hospital. No special leave may be taken without the prior approval of the Executive Councils of the Hospitals.

8. In the event of resignation three months’ notice must be given in writing to the authority of the Mater Misericordiae University Hospital.

9. Before appointment to the post, a Medical Examination must be undertaken by a qualified Medical Practitioner to be nominated by the Board of Management of the Mater Misericordiae University Hospital. The examining Doctor will be asked to certify that the candidate is free from any disease or physical defect which might impair his/her capacity to undertake the duties of the post for which s/he is a candidate.

**Application:**

1. Curriculum Vitae (fourteen unbound copies) including qualifications, publications etc. should be forwarded to the Honorary Secretary, Medical Board, Mater Misericordiae University Hospital, 59 Eccles Street, Dublin, not later than **Friday 24th June 2016**.

2. Each candidate shall submit, as references, the names and address of at least four responsible persons to whom he/she is well known, but not related, of which, at least, two shall be from a recent or current employer.

3. Canvassing directly or indirectly by or on behalf of any candidate will automatically disqualify such candidate.

4. Copies of professional and education certificates should be submitted with Curriculum Vitae. Originals of these documents will be required at interview.

5. Consultants appointed to the staff of the hospital(s) may not accept other medical appointments other than those available by the private conditions of their contract.

6. Candidates will be required to attend in person before an interview board established by the Board of Management but the Board will not be responsible for any expenses a candidate may incur in attendance for interview.

*This job description is not intended to be an exhaustive list of duties and responsibilities. It may be reviewed from time to time in discussions with the appointed to reflect the needs of the Mater Misericordiae University Hospital, Cappagh National Orthopaedic Hospital and the National Rehabilitation Hospital.*