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Hywel Dda
University Health Board

Information Pack

Information Pack

The Organisation

Hywel Dda University Health Board

Hywel Dda University Health Board is one of seven acute Health Boards in Wales. It provides primary and secondary care services for 375,000 residents within its borders in the counties of Carmarthenshire, Pembrokeshire and Ceredigion. Bronglais General Hospital also provides acute and long-term speciality services for residents living in the adjacent areas of the counties of Powys and Gwynedd.

Hywel Dda University Health Board is an integrated health body, providing care to a population of 384,000 and covers over a quarter of the landmass in Wales. We have 9,500 staff, ensuring the delivery of high quality primary, community, mental health and secondary care services. It is responsible for the health and wellbeing of people across Carmarthenshire, Ceredigion and Pembrokeshire. It provides a range of services for people living in south Gwynedd and Powys. Integrated health boards are pivotal in developing and creating a world class NHS for Wales.

Population Health Programme

In Feb 2012 'Together for Health' set out a challenging but essential agenda for the NHS in Wales, and its partners, in accelerating change and continuing the whole scale transformation of services to ensure that the NHS plays a key role in improving the quality of life within Wales.

Hywel Dda University Health Board has been developing plans for the remodelling and reconfiguration of clinical services.

The Health Board provides a wide range of services to frail people in their homes through the establishment of Community Resource Teams, building up existing Chronic Conditions Management services across communities and strengthening Mental Health Community Teams to provide a wider range of services outside of hospital settings.

Our vision for the future

In delivering and supporting the Welsh Government's vision for NHS Wales, we will:

- improve health and wellbeing for all
- move from a sickness service to a wellness service
- deliver quality healthcare in the best setting
- have high quality, safe and sustainable hospital services
- be a leading integrated rural health and social care system
- achieve high quality care by investing in education for our staff and developing special interests in health care appropriate to our location and demographics.

The Health Board intends to provide holistic, patient centred integrated healthcare with 80% of NHS services being delivered close to people's homes,

through dedicated primary, community and social care teams comprising of doctors, dentists, pharmacists, opticians (the primary care team), nurses and therapists (the community team) and social care teams all working together.

Delivering this vision will support care for the frail and elderly, whilst allowing our hospitals to concentrate on what they do best – providing both planned and emergency care when it is needed.

Hywel Dda University Health Board is a full participant in networks throughout Wales and beyond.

Primary care and community services are delivered through:

55 GP practices, **51** Dental practices, **100** Community pharmacies, **52** Optometry premises, **8** Community hospitals, **11** Health centres.

Partnerships are being strengthened with social care and the voluntary services.

In-hospital services are currently delivered at:

4 Hospitals (Bronglais General, Glangwili General, Prince Philip, Withybush General)

New services for example the ART (Acute Response Team) and a range of other services are being developed to deliver care nearer to home supporting the evolving virtual ward concept.

Mental Health Services are a high priority for Health Board.

Hospital Profiles

Glangwili General Hospital, Carmarthen

The biggest of the Health Board's four hospitals, is approximately 2 miles from the centre of Carmarthen, and has approximately 320 beds to provide inpatient services for patients across the region.

The surgical services have access to 7 general operating theatres as well as the specifically designated Obstetric theatre and Day Surgical Unit. In addition to the expected range of general specialities comprising gynaecology, upper GI, lower GI, vascular, urological, orthopaedic, ophthalmic and ENT surgery, cardiology, respiratory medicine, endocrinology, oncology, paediatrics and geriatrics, there are visiting specialist Consultants in Paediatrics (Cardiology, Neurology, Nephrology, Endocrinology, Oncology, Haematology, Respiratory Paediatrics and Metabolic disease), Genito-Urinary Medicine, Renal Medicine, Rheumatology, Clinical Oncology, Plastic Surgery, Neurosurgery, Mental Illness and Oral Surgery.

There is a modern Emergency Unit and Critical Care Unit with a potential capacity of 18 beds. Complimenting this is a Clinical Decisions Unit.

All obstetrician led deliveries and the special care baby unit are at Glangwili General Hospital. Paediatric services will change in the near future.. There will be a 12 hour short stay paediatric unit in Withybush Hospital, Haverfordwest and all inpatient paediatric services will be in Glangwili General Hospital. All SASG doctors will be expected to provide elements of care in both the 12 hour and inpatient units.

£3million ready to start improvement works for women and children's services at Glangwili Hospital

A recent Welsh Government Minister for Health and Social Services visit ,confirmed a commitment to staff to earmark £3m in the capital programme for next year, to make a start in delivering Phase Two improvements to accommodation on the Glangwili Hospital site, subject to business case approval for Women and Children services at Glangwili

Withybush General Hospital, Haverfordwest.

A modern district general hospital (opened 1979) of approximately 260 beds situated 1 mile from the centre of Haverfordwest the County town of Pembrokeshire. The hospital serves a local population of approximately 115,000 which rises significantly at holiday periods and particularly during the summer.

Withybush General Hospital provides a broad range of services in General Medicine (including rheumatology and Palliative Care), General Surgery (with a special interest in Colorectal Surgery), Emergency Medicine, Obstetrics and Gynaecology, Paediatrics and Trauma and Orthopaedics. The Anaesthetic and Critical Care Team interface with all specialties and provide a state of the art ITU service.

Visiting specialities include ENT surgery, Urology and Ophthalmology with the main centre for the three services based at Glangwili General. Other visiting specialities include Maxillofacial Surgery, Oncology, Plastic Surgery, Genitourinary Medicine and Medical Genetics. The service is supported by 6 operating theatres including new day surgery facilities, a recent endoscopy suite and critical care support with ITU and HDU facilities.

There is an Emergency and Urgent Care Centre and ACDU (Adult Clinical Decision Unit) on site as well as a newly built Renal Unit which opened in 2014. The Radiology Department provides a comprehensive service including Spiral CT, MRI, Nuclear Medicine. Recent investments have taken place in the re-provision of state of the art CT and MRI.

The Hospital will be supported by improved helicopter emergency medical services and inter-hospital transfer facilities, operating from the on-site helipad.

Many services at Withybush General are supported by Clinical Nurse Specialists and extended role clinicians.

Prince Philip Hospital, Dafen, Llanelli

A busy, modern and well-equipped hospital which opened in 1990. There are approx. 225 acute and elective inpatient beds, that support Acute and Elective General Medicine and Elective General Surgery, and a Central Treatment Suite with provision for 40 patients provides surgical day case theatre, endoscopic suite and palliative care facilities, additionally there is a new hospice facility Orthopaedics, and Urology. The hospital provides surgical day case theatres, endoscopic suite, Radiology and Laboratory support and palliative care facilities, including a new hospice facility. It also provides for a range of specialist outpatient clinics including Haematology, Respiratory, Gastroenterology,

Cardiology, Elderly Care, Endocrinology, Sleep medicine, Rheumatology, ENT, General Surgery, TIA clinics. It is also the site of a new Breast Unit and the Rapid Access Lung cancer clinic.

New Breast Unit - We have a purpose built clinic with interior design by Vivid Consultancy. The equipment is state of the art including three dimensional mammography. This is the first such machine in the world to come into general clinical use and was paid for by our charity. Instead of open wards we have individual rooms designed like a hotel. The clinic suite gives women access to specialist doctors (Surgeons, Radiologists, Genetics and Oncologists), specialist nurses in breast care, post operative recovery and chemotherapy, as well as a lymphoedema service and access to the latest research. Wherever possible and safe we prefer minimal surgery using advanced techniques such as sentinel node biopsy and intra-operative node analysis. For those who need more extensive surgery breast reconstruction is routinely available. Research we are conducting with 2 other local hospitals has allowed us to be the first in Europe to test all women with early disease routinely for cancer gene activity (Oncotype Dx TM). We expect this will reduce the need for chemotherapy, safely avoiding it in women with a very low risk of future problems.

The staff are proud of what we can provide and we promise to do our best to help every woman through what we know to be a difficult time for her and her family.

Bronglais General Hospital, Aberystwyth, Ceredigion

Bronglais General Hospital is a 165 bed acute hospital that currently serves a core population of 125,000 in a geographically large and sparsely populated area. The summertime population approximately doubles due to the influx of holidaymakers and there are also a large number of university students based in Aberystwyth. Furthermore, approximately 70,000 permanent residents live in areas equidistant from Bronglais and other acute care sites, in areas to which enhanced outreach is planned as part of future development of services

Bronglais is a model of rural healthcare being one of the smallest acute DGHs in the UK, with a reputation of being forward thinking and innovative. Bronglais has 153 beds and its healthcare population of around 120,000 people also spans into the neighbouring county of Powys. Helicopter transfer training will be provided for doctors at Bronglais Hospital.

The hospital provides the expected range of general medical, surgical and trauma services, consultant led obstetrics, gynaecology and paediatrics. A new Emergency Unit and Clinical Decision Unit is due to open in early 2013 complete with a dedicated day surgical unit following which the main operating theatres will be fully re-furnished.

The Bronglais chemotherapy service was part of the oncology/palliative care ward until 2011 when it moved to temporary accommodation in the Leri Day Hospital. The unit has 6 chairs and treats approximately 285 patients across 1966 visits each year. Plans are in development for the permanent relocation of the unit to a purpose designed area which will provide the highest standards of patient environment and patient experience.

Aberystwyth is a unique place to live where the peace and quiet of rural living is balanced with a vibrant outdoor life style where the University town buzzes with

excitement. The town offers a variety of places to enjoy, from the hills and stunning beaches to a pier, castle ruins and a harbour. There is so much on offer from surfing in the morning to watching a dramatic sunset from the Iron Age fort taking in the striking views of nearby Cardigan Bay, as featured in the hit BBC1 drama *Hinterland*.

Mental Health & Learning Disabilities Directorate

The Health Board provides Mental Health and Learning Disabilities services to people across West Wales. In recent years Consultant Psychiatrists have re-organised along "New ways of working" structures. Mental health services include CMHT and inpatient units, Assertive Outreach Teams, Crisis Resolution and Home Treatment Teams and Liaison Services. Additionally there are Health Board wide Rehabilitation and Recovery, Substance Misuse, Learning Disability and a limited Forensic Services. Within Wales the Health Board has a high profile in developing psychological approaches with specialist Personality Disorder Service, Early Onset Psychosis and developing Eating Disorder Community Service. In addition it has a dedicated psychotherapy department, with a consultant psychiatrist and other therapists working in the department. It is one of two such departments in the whole of Wales.

The Health Board provides a range of services for children across the three counties served, integrating community and acute services and enabling joint working with the specialist Child and Adolescent Mental Health Services. Strong links exist with tertiary centres throughout Wales.

EMRTS (Emergency Medical Retrieval Service (Cymru))

This ground breaking new service will launch late April 2015. Hospital Consultants with an interest in Pre-Hospital Medicine & Critical Care Practitioners (Paramedics & Nurses) will be staffing the Welsh Air Ambulance every day. This service will attend 'roadside' emergencies and facilitate time critical inter-hospital transfers for patients requiring the urgent input of tertiary services.

The Hywel University Dda clinical environment presents a range of clinical experiences second to none. Hywel Dda University Health Board works closely with University of Swansea and University of Cardiff.

The College of Medicine at Swansea University currently has around 500 staff. It is home to Wales' fast-track Graduate Entry Medicine (GEM) Programme and to a vibrant multidisciplinary research enterprise.

The College's research enterprise contributed significantly to Swansea University's commendable performance in the UK Research Assessment Exercise (RAE) 2008 with 20% of the work rated as world-leading and 70% rated as internationally excellent or having international recognition.

The College links strongly to the NHS, in particular to its partners the Abertawe Bro Morgannwg (ABM) University Health Board, the Hywel Dda University Health Board and Public Health Wales NHS Trust. The College hosts several all-Wales research networks in epilepsy, diabetes, asthma, unscheduled treatment care and mental health.

Its key Board Members are:

Chairman Bernadine Rees	Chief Executive Mr Steve Moore	Interim Medical Director Dr Phil Kloer	Director of Workforce & OD Lisa Gosling
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Teaching

The ethos of the Health Board is to provide quality educational opportunities, not only to undergraduate medical students, but also to other undergraduate healthcare professions and to the postgraduate trainees and professional staff in employment within the Health Board. The creation and development of this ethos not only enables the expansion of clinical healthcare professionals within the NHS in Wales, but also meets the clinical governance agenda in relation to continuous professional development and quality and clinical excellence.

It is the intention of the Health Board to develop Medical Education. The increase in multidisciplinary education both at undergraduate and postgraduate levels has helped to facilitate this ideal and consultant staff are required to take a lead in developing multidisciplinary educational opportunities wherever possible.

Undergraduate Education

The Health Board provides high quality clinical placements for students. Clinical Placements are sited throughout the four major hospital sites in the Hywel Dda University Health Board.

All doctors within Hywel Dda University Health Board are required to take a full and active role in undergraduate education. The extent of that commitment will vary in each specialty dependent on need. The Health Board has developed a particularly close association with Cardiff University and Swansea University and honorary lecturer titles are given to consultants within the Health Board who provide a lead in undergraduate medical education.

Postgraduate Education

The Health Board is also very active in facilitating the development of junior medical staff to ensure that the medical service of the future is highly trained and effective. There are four centres for postgraduate education within the Health Board. The central Deanery in Wales is based in Cardiff and is headed by Professor Derek Gallen, Postgraduate Dean. The Health Board enjoys a close relationship with the Postgraduate Deanery and annual commissioning reviews ensure that the postgraduate education taking place across the Health Board is relevant and effective. There are two Faculty Leads in post within the Health Board, one leading on quality and one leading on training.

All consultants take a full and active role in postgraduate education both by the ongoing teaching commitment to their own junior staff and also by participating fully in multidisciplinary educational events across the Health Board.

Educational Facilities

There are four Education Centres across the Health Board, based at Glangwili General Hospital, Withybush General Hospital, Bronglais General Hospital and Prince Philip Hospital. The Centres provide comprehensive facilities incorporating

a number of seminar and lecture rooms which are fully equipped with LCD projection facilities as well as a range of specialist audiovisual equipment to facilitate multidisciplinary team meetings across Wales.

The Library service is of an extremely high standard with professional librarians based at each of the four main sites. The libraries offer access to an extensive range of investigative resources, both in hard copy and electronic formats, including Cochrane Database, Medline, Map of Medicine and Dialogue. All NHS libraries in Wales also work in partnership with Cardiff & Swansea University which allows access to a much wider resource.

The Health Board houses Clinical Skills suites which is available to all medical staff and students for training purposes.

All consultants are expected to take part in Education Centre activities as required.

Key Medical Education Staff

Name	Title
Dr June Picton	AMD (Workforce)
Mrs Jayne Noble	Head of Medical Education (including Clinical Skills and Simulation)
Dr Graham Boswell	Faculty Lead (Quality)
Dr Phil Avery	Faculty Lead (Training)
Mr Jegadish Mathias - Pembrokeshire Mr Sami Mohammed – Ceredigion Mr N Saw – Carmarthenshire	Foundation Programme Director x 3

RESEARCH

The Health Board has University status with strong links to the Swansea & Cardiff Universities to promote research & development and multi-professional teaching. We recently appointed our first Chair in Respiratory Medicine into the Health Board, with further appointments for the future, and we are the first Health Board in Wales to appoint Bevan Commission Fellows. This initiative programme aims to engage and capture the enthusiasm and commitment of our up and coming clinicians in Wales in addressing Prudent Health Care.

Research is seen as a core duty of all NHS employees, particularly when this is appropriate to the professional development of the successful candidate and to the service development of the department. Since 2010, the Health Board has increased its research funding over 400%, appointed new R&D staff and improved infrastructure in a network supported by dedicated research nurses, trials pharmacists and 3 managers and 2 co-ordinators. We opened our 8-roomed Clinical Research Centre in Prince Philip Hospital in 2012; this consists of offices, meeting rooms with VC, and a patient assessment room. We have recently installed state of the art equipment for commercial and translational studies into 2 new laboratories, increased research nurse numbers and R&D staff on all 4 hospital sites. We hope to be the first Health Board with a Biobanking License (in application) but are the first Health Board to create Bevan Research Fellowships for middle-grade doctors. We have secured Welsh Assembly funding for Clinical Research Time for key Consultants and Allied Health Professionals. We hope to

make more Professorial appointments in the next 2-3 years. New agreements have increased grant capture and allowed new post-doctoral researchers from the Universities to work in our Health Board alongside clinical staff. We have created more MDs, MSc's, MPhil's and the first PhDs for our own staff . Research opportunities are available throughout the Health Board and continued funding sources are identified and bids co-ordinated by the Health Board's Research Development office.

Key Research and Development Staff

Name	Title
Dr Phil Kloer	Medical Director & Executive R&D Lead
Professor Keir Lewis	Director of R&D

The Health Board is fully committed to supporting employees to achieve an appropriate work life balance. We are continually developing ways in which to support greater flexibility. Job sharing and part-time working is already widespread throughout the organisation. Training and education are central to the function of the Health Board, forming a core element of the Clinical Governance Strategy. Hywel Dda is the prescribed connection for approximately 800 Doctors, with a dedicated Medical Appraisal and Revalidation Lead and Manager, who manages and co-ordinates appraisal and revalidation processes across all sites. There is also a team of 52 trained appraisers to undertake appraisal meetings. Appraisal workshops and training sessions are provided regularly across the Health Board.

The Health Board runs a Consultant Development and Mentoring programme for newly appointed Consultants aimed at developing you as a senior leader to enable you to effectively contribute to Hywel Dda and its future direction.

Important Information for Candidates

Pre-Employment Screening

1. All candidates recommended for appointment will be subject to mandatory pre-employment checks before an unconditional offer of employment can be made and these will be detailed in the provisional offer letter.
2. Any offer of appointment may subsequently be withdrawn if a candidate knowingly withholds information, or provides false or misleading information. Information disclosed on application forms or CV's will be checked.
3. References will be required to cover a minimum of three years of previous employment and/or training, or up to five years where a candidate has been employed in long term posts, including the current or most recent employer. For Consultant posts, references should include the candidate's current Medical Director or supervising consultant. Please ensure your application or CV covers these mandatory periods. Employment dates may be verified through the organisation's HR department or recruitment function and referees may be contacted by telephone for further information or verification.
4. References will be sought for all shortlisted candidates and will be used solely to confirm a recruitment decision on the day of interview. Please indicate clearly if you do not consent to references being sought from your current employer.
5. The nature of the work of this post is exempt from the provisions of Section 4 (2) of the Rehabilitation of the Offenders Act 1974 (Exemption Order 1975). Applicants are, therefore, not entitled to withhold information about convictions under the Act and, in the event of employment, any failure to disclose such convictions could result in dismissal or disciplinary action by the Health Board. Any information given will be completely confidential and will be considered only in relation to an application for positions to which the Order applies.

Making an Application

6. Candidates are asked to note that canvassing of any member of an Interview Panel or Health Board Members will disqualify them. However, this should not deter candidates from contacting any person for further information about the job.
7. Applicants who are related to any member or senior office holder of the Health Board should clearly indicate in their application the name of the member or officer to whom related, and the nature of the relationship. A candidate deliberately concealing such a relationship would be disqualified.

General Terms and Conditions of Service

(Personal Terms and Conditions will be issued within 8 weeks of commencement in post)

9. This post is covered by the National Health Service Terms and Conditions of Service for Hospital Medical and Dental Staff (Wales) and the General Whitley Council Conditions of Service as amended from time to time by the Health Board. Details of these may be obtained from the Medical Staffing Department.
10. The appointment is superannuable under the National Health Service Superannuation Scheme. Remuneration will be subject to deduction of pension contributions in accordance with the Department of Health and Social Security regulations.
11. Reimbursement of removal and associated expenses will be subject to the criteria laid down in the General Whitley Council Conditions of Service, together with the Hywel Dda University Health Board policy.
12. In keeping with the requirements of the Equality Act 2010, the Health Board would be pleased to make any 'reasonable adjustments' required by disabled applicants in relation to the application and interview process.
13. The Health Board requires appointees of any medical grade to have, and maintain, full registration with the General Medical Council and hold a Licence to Practice.
14. So far as is practicable the doctor appointed will be expected to provide cover for annual and study leave of colleagues (prospective cover).
15. An occupational health assessment may be required following appointment, prior to any doctor taking up a post in the organisation, following completion of a confidential questionnaire.
16. The Ionizing Radiation (Medical Exposure) Regulations 2000 impose a legal responsibility on Health Boards for all staff who refer patients for medical radiation exposures such as diagnostic x-rays to supply sufficient data to enable those considering the request to decide whether the procedure is justified.
17. The minimum standard for existing NHS employees undertaking exposure prone procedures is compliance with the UK Health Department's guidance on "Protecting Health Care Workers and Patients from Hepatitis B" (PSM(93)12). A UK accredited laboratory report providing proof of non-infectivity for hepatitis B surface antigen (or if positive, e antigen negative with a viral load of 10^3 genome equivalents/ml or less) is required.
18. Healthcare workers new to the NHS or existing NHS employees new to undertaking exposure prone procedures need additional health clearance in accordance with 'Health Clearance for Tuberculosis, Hepatitis B, Hepatitis C and HIV: New Healthcare Workers' (Welsh Assembly Government 2007). Evidence is required for non-infectivity for hepatitis B surface antigen (or if positive, e antigen negative with a viral load of 10^3

genome equivalents/ml or less), HIV and hepatitis C (or if antibody positive, negative for Hep C RNA).

19. Proof of immunity against hepatitis B is desirable. Non-immune staff, undertaking exposure prone procedures, must agree to have the appropriate relevant blood tests every 12 months.
20. Given the particular nature of their work, consultants will be required to live in a location which is within reasonable travelling time from their place of work, as agreed with their Clinical Team Lead/Clinical Director .
21. Consultants are normally covered by the NHS Hospital and Community Health Services indemnity against claims of medical negligence. However, in certain circumstances (especially in services for which you receive a separate fee) a consultant may not be covered by the indemnity. The Health Departments therefore advise that you maintain membership of your medical defence organisation. A copy of WHC(89)/70 and the leaflet on indemnity issued in December 1989 is available from the Medical Staffing Department.
22. The salary applicable is on the consultant pay scale and will be specified in the contract. On first appointment to the Consultant grade, the Health Board has discretion to fix the starting salary at any of the two next incremental points above the minimum of the scale by reasons of age, special experience, service in HM Forces or in a developing country, and qualifications.
23. The salary applicable is on the Consultant (Wales) pay scale and will be specified in the contract.

Supplementary Information for Candidates

Local Authorities in the West Wales School, Transport and Local Information

Carmarthenshire County Council
www.carmarthenshire.gov.uk

Schools, Nurseries and Comprehensive Schools A-Z

Local public transport information

www.torfaen.gov.uk/transportandstreets/publictransport/home.aspx

Your Local Area (Background information and statistics)

www.torfaen.gov.uk/communityandliving/yourlocalarea/home.aspx

Pembrokeshire County Council
www.pembrokeshire.gov.uk

List of Nurseries in Pembrokeshire

www.pembrokeshire.gov.uk/search.aspx?pckid=1446051034&aid=4

A-Z list of primary and secondary schools in the Pembrokeshire area

www.pembrokeshire.gov.uk/content.asp?nav=647,690&parent_directory=1

History of Pembrokeshire

www.visitpembrokeshire.com

Local public transport information

www.pembrokeshire.gov.uk/content.asp?nav=838&parent_directory=1

Ceredigion County Council
www.ceredigion.gov.uk

A list of primary and secondary school

<http://www.ceredigion.gov.uk/index.cfm?articleid=183>

Information on local childcare

Local public transport information

<http://www.ceredigion.gov.uk/index.cfm?articleid=1127>

Background on Ceredigion

<http://www.ceredigion.gov.uk/index.cfm?articleid=7361>

Other useful websites and numbers

Public Service Website www.directgov.co.uk

Telephone Directory www.yell.com

Bus/Train Travel www.traveline-cymru.info

Bus Service Website www.stagecoachbus.com

Wales Tourist Board Links www.britainexpress.com/TIC/south-wales-tic.htm

Ceredigion Tourist Board Links www.discoverceredigion.co.uk/english/Pages/default.aspx

Estate/letting agents

Rightmove

www.rightmove.co.uk

Covers all areas in Wales

Town Coast & Country Estates
Haverfordwest, Pembrokeshire

www.ourproperty.co.uk

Local Estate Agents in
Pembrokeshire:

www.ufindus.com/estate_agents/pembrokeshire

Local Estate Agents - Ceredigion

www.zoopla.co.uk/find-agents/ceredigion

Local Estate Agents -
Carmarthenshire

www.zoopla.co.uk/find-agents/carmarthenshire

