



Model job description: consultant clinical biochemist/chemical pathologist with or without metabolic medicine

Title of employing body

Title of post

Appointment

State whether the post is full or part time and state the number of programmed activities (PAs).

State whether the post is a new or replacement post.

State whether the appointee is expected to have a special interest or is expected to develop such an interest to complement other consultants.

State whether suitably qualified candidates may be eligible for an honorary academic appointment, stating name of university.

Any applicant who is unable, for personal reasons, to work full time will be eligible to be considered for the post. If such a person is appointed, modification of the job content will be discussed on a personal basis with the employing body in consultation with consultant colleagues.

General information

Describe the location: city/town and surrounding area, size of population, etc.

The employing body

Give a description of the hospital(s) served and its/their work, including details of the clinical specialties, whether or not there is an accident and emergency service, details of surgical, medical (ideally mentioning specifically, where appropriate, diabetes, endocrinology, cardiovascular risk/lipids and bone/rheumatology), paediatric (including neonatal intensive care unit where applicable) and inborn errors of metabolism, obstetrics and gynaecology, oncology units, etc. and any planned developments. Include the number of beds in the hospital

Detail networked hospitals served by the laboratory.



The department

Describe the laboratory, giving a detailed description of the individual department including its facilities and major equipment. There should be information on access to special services provided.

Include details of point-of-care testing (PoCT) in the hospital and/or community and whether this is supported by the department.

State the month and year of [UKAS](#) Ltd accreditation, status of application or anticipated reply and/or completion.

State participation in external quality assurance schemes if applicable.

Pathology – directorate structure

Give details of the pathology directorate structure, including the name and specialty of the clinical director. If relevant to the specialty, please provide an organisational structure/organogram, if one is available.

Provide an outline description of the individual departments within the directorate, including the consultant complement. If the laboratory is part of a network this should be stated, and details of the network and its relationships provided.

Associations with universities and research units should be detailed.

Give details of how the individual departments are housed.

List the hospitals served by the laboratory, including any regional services offered.

Medicine – directorate structure

Give outline details of the medicine directorate, including the specialties, numbers of consultants and names of lead consultants.

For posts with a metabolic medicine component, state the relationship of the post to the medicine directorate, give details of the availability and numbers of beds, and describe the clinical and managerial lines of accountability for any junior medical staff.

Laboratory accommodation and equipment

Give details of:

- the size and nature of accommodation provided for clinical biochemistry
- major departmental equipment
- the laboratory computer and interfaces with other systems; describe how users routinely obtain laboratory results (for example, directly from laboratory computer or from patient management system)
- day-to-day working arrangements, including the provision of the out-of-hours service
- PoCT, including a description of the role of laboratory staff in the management of these facilities, the services provided, the choice and maintenance of equipment, quality assurance and training of users.



Information Technology: Please indicate the current laboratory information management system (LIMS) being used in the department including how this sits within the wider hospital IT infrastructure, and details of integration with the current hospital information system (HIS) and, if any, the provision of results to external requesters. Please indicate whether the department uses voice recognition and any macropathology imaging systems and whether these are integrated with the LIMS.

Digital pathology

Please indicate if there is a plan for digital pathology service provision. If so, whether this is at planning or implementation stage, the timescale, and the vision for future service provision. Please indicate whether this is envisaged to have a result on the job and workload allocation activities for the appointee and the facilities that may be made available for the appointee (for example, viewing stations, screens, remote login and reporting).

Tabulate workload (indicate proportion from GPs)

These figures should be as up to date as possible.

State the workload of the department including the proportion emanating from GPs and other external sources. The repertoire of assays should be outlined.

Type of activity	Requests in year (state year)

Staffing

List the consultant staff (medical and clinical scientist) – full first names and titles, their sessional commitment (whole or part time) and any/all subspecialty responsibilities.

Title, first name, surname	Whole or part time	Subspecialty interest(s)



Also list the number of the following:

- clinical biochemists/chemical pathologists (including this post whole-time equivalent [WTE])
- consultant clinical scientists (state number per grade and grade designation)
- all medical trainees (state grades and rotational arrangements if relevant)
- clinical scientist grade (state number per grade and grade designation)
- trainee clinical scientists.

List the number of all other staff:

- biomedical scientist
- medical laboratory assistant (WTE)
- trainees (WTE)
- clerical and ancillary staff (WTE)
- nursing staff (WTE).

If relevant, state the arrangements for leading and managing specialist laboratory services.

Management arrangements and administrative duties

State how the pathology service is managed.

Name the current head of service/clinical lead for the specialty.

Summarise the process by which leadership is determined, for example: Since one of the functions of the Head of Service post is regarded as being to facilitate the development of management skills, it is anticipated that this role will rotate, with annual review, between colleagues with an interest in and aptitude for management.

State whether pathology has a general manager and to whom this person is accountable.

Working relationships

Give details of working relationships within the directorate, for example: The responsibilities of the Head of Department of Clinical Biochemistry will be agreed with the Director of Pathology. The Director of Pathology is appointed by the Chief Executive and the Medical Director of the employing body. All consultants are eligible to be Director of Pathology and they will be appointed following the employing body's standard process.

Clinical services

Detail outpatient clinics and outreach clinics supported by the department (for example, diabetes, endocrine, bone, nutrition, lipid, paediatric and metabolic, etc.), and state the sessional commitment governance arrangements and the provision of clerical support.



Where relevant, describe the access to beds, junior staff support and nursing and other supporting staff (for example, pharmacy), including the responsibilities for their management. If no inpatient beds are associated with the post, explain the collaborative arrangements for the admission of patients with metabolic disorders requiring inpatient care.

Where relevant, describe the role(s) of departmental staff within local nutrition team(s).

Include information about the number and details of the outpatient clinics run by the department (including collaborating clinicians).

Where appropriate, state that there is an inpatient investigation unit staffed by nurses (give numbers of WTE), which will be available for dynamic function tests performed/supervised by the appointed consultant.

Include ward rounds, such as intensive treatment unit, paediatrics, neonatal intensive care unit and outpatient clinics.

Duties of the post

Give details of the duties of the post. For example:

The holder of this post is expected to provide a comprehensive clinical biochemistry service for all users of the laboratory. The consultant will provide expert support for the diagnosis and management of biochemical clinical problems, advice on appropriate investigations on an individual patient basis and determine the repertoire provided by the clinical biochemistry department within the resources made available to the directorate.

The consultant will take a lead role in clinical liaison and clinical audit.

Describe the areas in which the consultant will have direct clinical responsibility for patients.

Where appropriate, the post holder will contribute to the nutrition advisory team.

Laboratory responsibilities

- To support the day-to-day management of the biochemistry laboratories in the employing body.
- To support ongoing service development, audit and quality assurance processes.
- To support the PoCT team.
- To provide clinical liaison for service users from hospital and community teams.
- To take all measures to ensure consistently high standards of performance are achieved and maintained in all laboratories.
- To work collaboratively with biomedical scientists and other members of the laboratory staff.



Clinical responsibilities (where appropriate)

- To contribute to the metabolic clinical service, treating patients with a range of conditions including hyperlipidaemia, endocrine disease, renal stones, metabolic bone or adult inherited metabolic disease as appropriate.
- The post holder will be encouraged to develop other subspecialist interests where this aligns with the priorities of the service.
- Where appropriate, to provide support and direction to multidisciplinary nutrition team across the employing body.

Clinical liaisons and scientific duties and responsibilities

- To liaise with laboratory service users (primary and secondary care) to aid interpretation of laboratory results.
- To liaise with clinical and managerial colleagues in primary and secondary care.
- To respond in a timely manner to advice and guidance requests.
- To support the quality manager in the running of a quality laboratory service.
- To participate fully in quality control and quality assurance processes.
- To oversee any changes to laboratory automation or processes that may affect the scientific validity of results.

Out of hours

- To work with colleagues to provide a 24/7 on-call service to support laboratory users.
- To provide clinical advice, interpretation and guidance where needed.
- To be easily available while on call, in line with key performance indicators.
- Occasional return to site may be required only in exceptional circumstances.

Continuing professional development

State that the appointee will be expected to participate in continuing professional development (CPD) and the employing body's policy on the provision of study leave and funding (number of days and amount of funding).

Clinical effectiveness (clinical governance/audit)

State the arrangements for clinical governance and clinical audit. The post holder's participation must be outlined.

Annual appraisal and revalidation

Include the name of the designated body and that a responsible officer will be allocated, together with arrangements for appraisal and the policy for annual appraisal and review of the job plan.



Research and development

If relevant, describe the relationship with any local university, particularly with respect to teaching and research, and whether an honorary academic title applies and with which body it will be.

Indicate the opportunities for research and development (R&D) and how much time will be available for these activities. This should include reference to the existing R&D portfolio or task-led funding of the institution.

Teaching

State whether there are any commitments to undergraduate teaching and/or postgraduate training. In departments where specialist registrars are trained, indicate that the department has been approved for this purpose.

Job plan

Include a provisional job plan and give details for review. For example:

- direct clinical care (DCC; includes clinical activity and clinically related activity): 7.5 PAs on average per week
- supporting professional activities (includes CPD, continuous quality improvement, audit, teaching and research, and public engagement): 2.5 PAs on average per week.

Colleague cross-cover for annual, professional and study leave is expected.

The job plan will be reviewed, and a performance review carried out by the Clinical Director of Pathology and, through them, the Medical Director of the employing body.

State the local procedures to be followed if it is not possible to agree a job plan, either following appointment or at annual review.

Out of hours

The job plan should state whether there is any commitment to provide an out-of-hours service. If such a service is required, show the frequency of the on-call rota and agreed on-call category.

If the on-call commitment is significant, an appropriate number of DCC PAs should be allocated.

State the duties expected while on call, for example, availability for clinical advice

Leave

Describe the arrangements for cover of annual and study leave, including whether locum cover is usually provided.

Unplanned leave

Describe the arrangements in place for cover when colleagues take unplanned leave.



Working from home and hybrid working

State if there is a hybrid working arrangement* in place for the post holder following discussion with head of department/lead.

*A hybrid working arrangement is when the post holder would split their time between the workplace and working remotely (usually from home).

Facilities for appointee

Describe the office, location of office and state whether it is shared or for the sole use of the appointee. The work space should take into consideration the environment, lighting, temperature control, space, storage and flooring.

Describe the secretarial support and equipment provided for the appointee. The recommended minimum is an office, secretarial support, PC with appropriate software, internet and email access, access to necessary LIMS (state which package is used) and access to current books, journals, and electronic resources.

Main conditions of service

Insert the standard wording for all consultant posts in the employing body.

Terms and conditions of service

The appointee will be required to maintain General Medical Council (GMC) full and specialist registration with a licence to practise and revalidation, and should follow the [GMC's guidance](#) on *Good Medical Practice*.

The appointment will be covered by the [NHS's Terms and Conditions of Service](#) for Hospital, Medical and Dental Staff (England and Wales) and the [General Whitley Council Conditions of Service](#).

Include the standard terms and conditions of service provided by the employing body.

Disclosure and Barring Service checks

To include [statement](#) on [application](#) or otherwise of DBS checks (Disclosure and Barring Service, formerly known as CRB, Criminal Records Bureau).

For Northern Ireland it is [access NI criminal](#) disclosure check.

UK visas and immigration

Applicants should be aware that regardless of country of origin, their ability to communicate in written and spoken English to the standard required to carry out the post will be [assessed](#) during the selection process.

Applications from job seekers who require [Skilled Worker](#) sponsorship to work in the UK are welcome and will be considered alongside all other applications.



Condition of appointment

The appointment will be made in accordance with the NHS (Appointment of Consultants) Regulations ([England and Wales](#)) or ([Northern Ireland](#)).

Canvassing of any member of the Advisory Appointments Committee will disqualify the applicant.

Visiting arrangements

Give the arrangements for visiting the employing body, either prior to shortlisting or prior to interview.

List the personnel who may be contacted by candidates. This should include the chief executive, medical director, laboratory medicine director and/or head of service. Provide contact details such as telephone number and/or email address, and the name of a personal assistant or secretary if applicable.

Travelling expenses

Travelling expenses are paid in accordance with the terms and conditions of the employing body.

Potential applicants wishing to visit the employing body will be reimbursed for two preliminary visits (one informal visit prior to application and one formal visit before interview), plus actual interview expenses. **If a post is offered and subsequently refused, expenses will not be reimbursed.**

Interviewed candidates travelling from outside the UK will be entitled to travelling and subsistence expenses; however, these only apply in respect of the journey from the point of entry in the UK to the interview location.



Person specification

Category	Essential	Desirable
Qualification and training	<p>Full and specialist registration and with a licence to practise with the GMC (or be eligible for registration within six months of interview).</p> <p>Applicants that are UK trained must also be a holder of a Certificate of Completion of Training (CCT) or be within six months of award of CCT by date of interview.</p> <p>Applicants that are non-UK trained will be required to show evidence of equivalence to the UK CCT.</p> <p>MB ChB or evidence of equivalent qualification.</p> <p>FRCPATH or evidence of equivalent qualification.</p>	<p>M/FRCP or evidence of equivalent qualification.</p> <p>Other relevant higher qualification.</p> <p>For clinical biochemistry/metabolic medicine posts specify subspecialty accreditation in metabolic medicine.</p>
Experience	<p>Evidence of thorough and broad training and experience in the relevant specialty.</p> <p>Able to take responsibility for delivering service without direct supervision.</p>	<p>Evidence of a special interest that complements those of other consultants in the department.</p>
Knowledge and skills	<p>Knowledge and experience of relevant specialty.</p> <p>Broad range of IT skills.</p> <p>Knowledge of evidence-based practice.</p>	<p>Departments may wish to specify any or all specific experience, knowledge and skills here and in the section above.</p>
Communication and language skills	<p>Ability to communicate effectively with clinical colleagues, colleagues in pathology and support staff.</p> <p>Good knowledge of, and ability to use, spoken and written English.</p> <p>Ability to present effectively to an audience, using a variety of methods, and to respond to questions and queries.</p>	
Teaching, audit and research	<p>Evidence in participation of clinical audits.</p> <p>Evidence of an interest and commitment to teaching.</p> <p>Understanding of the principles of research.</p> <p>Evidence of participation in audit.</p>	<p>Recognised teaching qualification.</p> <p>Research experience.</p> <p>Publications.</p> <p>Prizes and honours.</p>



Category	Essential	Desirable
Management skills	Evidence of managerial skills: achievements/course attended.	
Personal skills	<p>Practice in accordance with the GMC's guidance on <i>Good Medical Practice</i> to include:</p> <ul style="list-style-type: none"> • good communication skills, both oral and written • honesty and reliability • decisiveness/accountability • excellent and effective interpersonal skills • energy and enthusiasm and the ability to work under pressure • an enquiring and critical approach to work • a caring attitude to patients • non-judgemental approach to patients • evidence of ability to work independently and as part of a team • an ability to organise and prioritise work effectively • flexibility • resilience • thoroughness • initiative/drive/enthusiasm • team working • situational awareness • dealing with stress and fatigue • leadership skills • evidence of logical thinking/problem solving/decision-making • effective, confident presentation ability • demonstrates behaviours and attitudes that support the trust's mission and values. 	

