TITLE | CONSULTANT GYNAECOLOGIST AND IVF SPECIALIST | GRADE: 11 ACM
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FUNCTION/AREA | BOURN HALL CLINIC MEDICAL FUNCTION | ---
REPORTING TO | LEAD CLINICIAN | ---

PURPOSE OF THE ROLE
To provide a service at Bourn Hall Clinic of investigation and treatment for infertile couples, and to provide the highest standard of patient care through effective and professional teamwork, in compliance with the Code of Practice of the Human Fertilisation and Embryology Authority (HFEA). To advance the science of assisted reproduction through research work and clinical application.

MAIN INTERFACES

INTERNALLY: Chief Executive, UK Medical Director, Lead Clinicians, Matrix Heads of other Functions (Bourn Hall Clinics), other Medical Staff, Pharmacist, Contract Ultrasonographers, Consultant Anaesthetists, all Bourn Hall Clinic staff from all Bourn Hall Clinics and all Business Support Services staff.

EXTERNALLY: Patients, professional bodies, local General Practitioners and Consultant Gynaecologists.

KEY TASKS & RESPONSIBILITIES

- To manage the care of new and follow up patients at Bourn Hall Clinic from consultation through to completion of treatment, including:
  - Consultation
  - OCR
  - ET
  - Follow up appointments/consultations.
- To provide an On-Call telephone advisory service to patients, on a rota basis, in the evenings and on Saturdays.
- To maintain accurate and clear medical records.
- To ensure consistent medical treatment of patients by working in accordance with agreed protocols and achieve medical continuity of care for IVF Patients.
- To provide advice to clinical, scientific and administration staff.
- To facilitate own training under the direction of the Medical Director, in accordance with General Medical Council requirements, best practice and Bourn Hall Clinic Standard Operating Procedures (SOPs) and protocols.
- To take responsibility for CPD and documentation of activity in support of revalidation.
MANAGEMENT/LEADERSHIP

To manage the care of new and follow up patients at Bourn Hall Clinic from consultation to completion of treatment, working in accordance with agreed protocols to ensure consistent medical treatment of patients and continuity of medical care for all patients.

Occasionally the doctor may be required to provide this service at a Bourn Hall Clinic facility which is not his/her primary site of work.

ACCOUNTABILITY AREA

To ensure that all patients have the highest chance of achieving a successful outcome through thorough case analysis and decision making based on agreed protocols. To provide honest communication about chances and limitations, and constant feedback to patients and colleagues. To consult, advise, monitor and perform appropriate surgical procedures for infertility patients. To perform relevant research projects in association with the Medical Director, keeping up to date with the latest developments in assisted conception treatments and techniques.

AUTONOMY & AUTHORITY

Make day to day clinical decisions, in accordance with established protocols.

FUNCTIONAL KNOWLEDGE/BUSINESS EXPERTISE

In addition to specialised gynaecology skills, a strong interest in infertility treatments and a willingness to learn are pre-requisite requirements of this role. Understanding and empathy with infertility patients and a desire to contribute to the business success of the unit are key to the performance of this role. In addition to the day to day Bourn Hall Clinic activities, the job holder is required to have the breadth of experience and flexibility to participate in internally or externally commissioned clinical research projects as appropriate to achieve the overall Bourn Hall Clinic objectives. An interest in keeping up to date with developments in the infertility field from a medical and scientific perspective.

PROBLEM SOLVING

To have a solution oriented approach to problem solving with colleagues within the medical function. To bring forward creative ideas within the medical function or for any aspect of patient treatment/care.

NATURE & AREA OF IMPACT

Make decisions regarding patients’ medical treatment, drug regimes, timing of procedures, and referral for other treatments not available at Bourn Hall Clinic. Propose improvements to protocols and procedures. To be involved with infertility research projects and publications in peer review journals and for use in marketing initiatives.

INTERPERSONAL SKILLS

In order to foster inter-functional collaboration, a teamwork approach is crucial. To ensure timely flow of clear, relevant information, using the most appropriate and effective communication methods to patients and within the function. Ability to present and lecture to professional colleagues nationally.

SPECIAL PROJECTS

To maintain flexibility for undertaking special projects as required.
CANDIDATE’S PROFILE

EDUCATION/PROFESSIONAL EXPERIENCE

- Newly qualified Gynaecologist (MRCOG or equivalent), holding full registration with the GMC, with a special interest in fertility treatments.
- Experience, enthusiasm and proven ability in research and publication of scientific papers.
- Willingness to learn about IVF and other treatment options for infertility in compliance with Standard Operating Procedures (SOPs) and protocols in an independent clinic.

LANGUAGES

- A good command of spoken and written English is essential.
- Proficiency in other languages is desirable.

SKILLS & COMPETENCIES

- Proven organisational and administrative skills.
- Well developed communication and presentation skills.
- An empathetic approach to patient care and ability to communicate clearly, honestly and concisely in patient consultations, including the ability to deliver ‘bad news’ in a constructive and sympathetic manner.
- Experience and expertise in vaginal scanning.
- A team player as a member of the medical function.
- An innovative approach, open to new ideas and able to implement protocols, procedures and management initiatives with his/her medical colleagues.

APPROVALS

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