



Appointment Brief for Salaried GP



Dear Applicant,

Thank you for your interest in our vacancy for a Salaried GP at Manor View Practice.

Manor View now comprises of approximately 40,000 patients based across 3 sites in West Hertfordshire; Borehamwood, Bushey and Watford. With a growing patient base, we have more flexibility to offer a range of sessions and appointment types to suit everyone. Even as we grow, it is important to the Partners to retain personal connections with everybody and we are friends as well as colleagues. For example, in the last 12 months Team MVP has raised thousands for local charities with a sponsored mud run course and we've had several celebrations including our Christmas and Summer Parties.

As a forward-looking Partnership, there is plenty of opportunity to collaborate with colleagues across the MDT and we have developed in-house expertise in a range of clinical and non-clinical areas that are quite unique to us (Physiotherapy, 10 x Clinical Pharmacists, Pharmacist Technicians, Advanced Nursing, Data Managers, Human Resources, Advanced IT support). This means that we can upskill our team whilst also delegating admin related parts of your role so that you are always thriving at the top of your skill set.

We strongly believe in listening to feedback and making General Practice a rewarding and enjoyable place to work. Our Salaried GP team have regular meetings with the Partners to discuss how to make things better. In the last year alone, we have moved to predominantly 15-minute appointments, reduced admin workload and supported clinical staff with discretionary training budgets to support their career progression. We offer competitive pay and opportunities for enhanced rates for substantive staff including £125/hour for evening and weekend locum work.

We value Professional Development and taking pride in our work. To that end, we have weekly educational events including; clinical cases discussions, guideline updates and external speakers. There is an emphasis on collegiate working across Partners and Salaried GPs and we all support each other to share the workload fairly including with home visits and annual leave.

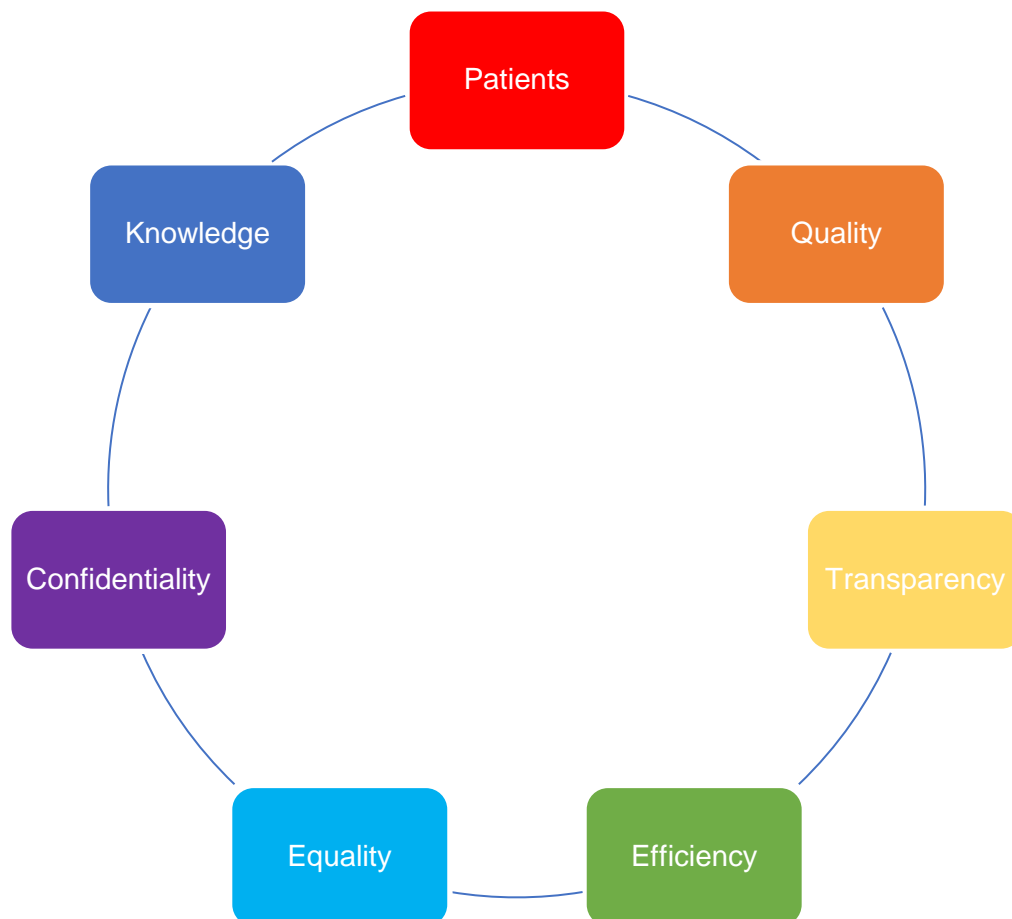
To be considered for the role you will bring your interest in working in primary care, flexibility to become involved in a wide range of clinical areas and commitment to delivering a high quality service. Above all, you will have a positive, can do attitude and a passion for working in General Practice.

To apply for this opportunity please email a CV and covering letter to our HR Manager, whose details can be found on the last page of this pack.

We look forward to hearing about the contribution you could make as a member of our team.

Yours faithfully

Dr Nicola Harris (Nic) Dr Deborah Gordon (Debs) Dr Sonal Shah (Sonal) Dr Haroon Rauf (Haroon) Dr Sameer Khurjekar (Sam) Dr Husain Khaki (Husain)



Becoming part of the team at the Manor View Practice will give you an opportunity to make a difference to the health outcomes of patients across West Hertfordshire, whilst enabling you to pursue your passion for primary care.

You will be part of a Practice that develops optimistic, resilient clinicians and staff who are empowered in their roles. We have been offering the highest care to patients in the areas we serve for 100 years. Our Mission is to:

- Make **Patients** the centre of our care and to be innovative in designing services to suit their needs.
- Provide high **Quality** care to the patients we serve. We know this can only be done with a happy and skilled workforce.
- We value **Transparency** and operate ethnically and with openness. We don't always get it right and we admit when we have made mistakes.
- We know **Efficiency** is important in Primary Care and that we need to be pragmatic with patient's expectations
- We provide **Equality** of opportunity and experience for all. This means that every clinician doing the same role gets the same pay and opportunities.
- We maintain **Confidentiality** with our staff and patients. We try to be supportive and flexible when unexpected things happen at home or at work.
- We promote **Knowledge** and learning. Our Partnership invests in internal and external resources to ensure everyone has access to career and educational opportunities.



JOB DESCRIPTION

Job Title: Salaried GP

Accountable to: The Partners

Pay Range: £11000 per session. £125/hour for Extended Access locums, Indemnity paid

Work Pattern: 4-6 sessions

Based: Across any one or more of our three sites at Borehamwood, Bushey and Watford

Core Purpose

Undertake all duties associated with the role of a General Practitioner required by the GMS Contract

Key accountabilities

1. Support and contribute to the development of practice clinical procedures and protocols
2. Accurate and timely input of patient data onto the clinical system
3. Liaise with other health care professionals when required
4. Act in a way that protects the confidentiality of patients and maintains the integrity of the doctor-patient relationship
5. Contribute to practice meetings
6. Take responsibility for self-care and wellbeing
7. Stay up-to-date with your Personal Development Plan
8. Contribute to the development and improvement of the Practice



JOB DESCRIPTION Continued

Our Vision

At Manor View Practice we are committed to providing the highest standards in primary care, sharing best practice and supporting each other to be the very best we can be.

Core Values

The post holder is expected to share our commitment to our core values:

- Making patients the centre of our care
- Providing high quality care to the patients we serve
- Acting with transparency and operating ethically at all times
- Working efficiently
- Maintaining confidentiality with staff and patients
- Promoting knowledge and learning

Compliance

The post holder is required to be aware of and comply with policies and procedures relating to a clinical role including; safeguarding, health and safety; confidentiality; data protection and report all concerns to an appropriate person.

Safeguarding

We are committed to safeguarding and protecting the welfare of adults children and expect all staff and volunteers to share this commitment. A Disclosure and Barring Service Certificate will be required for all posts.

Additional Information

All staff are required to participate in mandatory training and other learning activities and in performance management and development as required by Manor View Practice policies.

This job description is a guide to the duties the post holder will be expected to undertake.

It is not intended to be exhaustive or exclusive and will be subject to change as working requirements dictate and to meet the organisational requirements of the Practice.

Supervision/Job Context

The post holder is managed by the Partners and supported by our Support Functions (Operations, HR, Finance, IT).



PERSON SPECIFICATION

Bringing your contribution to us will enable you to play a role in developing our forward looking and innovative team where we are optimising the use of technology and ARRS roles to empower you to work at the top of your skill set.

The role will suit you if you enjoy the variety of General Practice and are keen to learn new skills.

Essential:

- Full GMC Registration
- CCT in General Practice or equivalent
- DBS Clearance
- Included on a Medical Performers List
- Evidence of Continuous Professional Development
- Driving license and access to a vehicle

Desirable:

- Evidence of further postgraduate educational activities in relevant fields
- Additional professional interests



BENEFITS

Our range of benefits includes:

- A friendly and supportive environment
- Caps on workload including Docman, Path, Scripts and 15-minute appointments
- Study budget paid for by the Practice
- Indemnity paid
- Support for developing skills and interests (Education, Women's Health)
- Market-leading remuneration for Extended Access (£125/hour)
- Free parking at all sites
- 1 paid mentoring WTE session for every newly qualified GP and allocated mentor

We are currently working on enhancing the range of benefits and hope to share some exciting updates later in 2022.



Partners: Dr Nicola Harris, Dr Deborah Gordon, Dr Sonal Shah, Dr Haroon Rauf, Dr Sameer Khurjekar, Dr Husain Khaki
Manor View Practice, Bushey Medical Centre, London Road, WD23 2NN
Tel: 01923 247446 **Web:** www.manorviewpractice.co.uk

Manor View Practice locations



Borehamwood

MVP at Theobald, 121 Theobald Street, Borehamwood, WD6 4PT
Nearest station: Borehamwood (Overground)
Free staff parking available in dedicated car park
Cycle parking and showers available onsite



Bushey

Manor View Practice London Road, WD23 2NN
Nearest station: Bushey (Overground), Stanmore (Underground)
Free staff parking available in dedicated car park
Cycle parking and showers available onsite



Watford

MVP at Callowland, 141A Leavesden Road, WD24 5DG
Nearest station: Watford North (Overground)
Free staff parking available in dedicated car park

Lesley White, HR Manager

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