SUB-SPECIALTY TRAINING PROGRAMME IN GYNAECOLOGY ONCOLOGY
IN HEALTH EDUCATION ENGLAND

This post is the result of collaboration between two Gynaecological Cancer Centres working within the Central South Coast Clinical Cancer Network. The position is designed to offer comprehensive training at Specialist Registrar level in Gynaecological Oncology and should qualify a candidate for a consultant appointment in the subspecialty. The post will include responsibility for supervision of inpatients, outpatient clinics and will involve teaching and research. Candidates who have previous research experience in Gynaecological Oncology may apply to the Royal College of Obstetricians and Gynaecologists Subspecialty Board for exemption from this year. Nevertheless, a continuing commitment to clinical and all laboratory-based research will be expected and actively encouraged.

The trainee will gain experience in Gynaecological Oncology, Radiotherapy and Medical Oncology, spending at least one clinical year in each of the two centres. The posts will however, be trainee centred and as flexible as is practicable to all, offering the trainee the opportunity to attend on occasion clinical conferences or operations on unusual cases at the other site. Attendance at Urological and Coloproctology theatre lists are incorporated into the training plan and modular attachments are proposed. Relevant aspects of Plastic and Reconstructive Surgery will be taught both on a modular basis and within the Gynaecological theatre sessions.

Palliative care and symptom control are important aspects of oncology practice and arrangements have been made for the trainee to spend modular time with all the local physicians involved with terminal care at the beginning of the programme. Additionally, at the outset there will be some early exposure to intensive care, pain relief, clinical genetics, histopathology, diagnostic imaging and chemo/radiotherapy.
More detailed experience in these areas will be gained later in the programme guided by the RCOG syllabus requirements.

An attachment will be arranged to ensure experience in the management of gestational trophoblastic disease is recorded.

In addition, the geographical proximity of the national pseudomyxoma service enables easy follow through of such cases by the trainee.

**Rotation Information**

This post will rotate between Queen Alexandra Hospital, Portsmouth and University Hospital Southampton.

The order of posts in the rotation will vary between trainees.

**Study and Training**

The primary aim of the post is to achieve all the training and competencies required as stated in the Royal College of Obstetrics and Gynaecology sub-specialty gynaec-oncology curriculum and training documents.

Standards of education have been agreed by all Trusts within the rotation. The Deanery is committed to developing postgraduate training programmes as laid down by GMC, Colleges and Faculties and by COPMED - the Postgraduate Deans Network.

At local level college/specialty tutors work with the Programme Director and Directors of Medical Education in supervising these programmes. Trainees will be
expected to take part in these programmes (including audit) and to attend meetings with their nominated educational supervisor.

The training programme is recognised for postgraduate training by the General Medical Council (GMC) in accordance with their standards for training.

Study leave is granted in accordance with Deanery/Trust policy and are subject to the maintenance of the service.

All posts have a service element and there will be minor variations in different departments nonetheless, the below list is aimed at covering the majority of duties:

1. Supervise, monitor and assist the foundation doctors and junior specialty trainees in the day-to-day management of in-patients in posts.
2. Liaise between nurses, junior doctors, patients, relatives and senior medical staff. Attend relevant clinical multi-professional meetings.
3. Assess patients in the wards, attend and participate in ward rounds and handovers as timetabled.
4. Attend outpatient clinics, colposcopy and hysteroscopy sessions.
5. Take part in rostered emergency work both in and out of hours according to the local department requirements.
6. Attend gynaecology theatre lists to gain relevant subspecialty competences.
7. Dictate discharge summaries.
8. Maintain continued professional development.
9. Attend relevant local and regional educational and multidisciplinary sessions.
10. Undertake audit, write guidelines and contribute to service and quality improvement projects during rotation.
11. Teach medical students, nurses and junior doctors as directed.
12. Co-operate with members of the personnel department when monitoring hours of work and other personnel issues.

13. Attend induction in each hospital or new department.

14. Comply with all local policies including dress code, annual and study leave.

**TRUST GENERIC/SPECIALTY INFORMATION**

**Portsmouth Hospitals NHS Trust - The Department of Obstetrics and Gynaecology**

Portsmouth Hospitals NHS Trust is a large teaching hospital now based at the Queen Alexandra, providing acute services for a population exceeding 600,000. The Women’s Unit has 88 Obstetric/Midwifery beds and the total confinements in the Health District in 2007 were 5,995. There are four GP Maternity Units in the District, one of which is in the same building as the Consultant Unit. The Maternity Hospital has its own theatre. The Gynaecology Department at St Mary’s Hospital has 30 beds and the use of beds in day surgery. An ultrasound room is present on the acute ward and a fully equipped colposcopy suite is on the adjacent outpatient corridor.

**Obstetrics and Gynaecology Staffing**

- 17 Consultants
- 1 Associate Specialist
- 1 Staff Grade
- 9 Specialist Registrars
- 9 Senior House Officers

There is also normally one supernumerary Senior House Officer in the department on attachment from the Navy.
Department of Gynaecological Oncology

Clinic and Theatre Arrangements
Patients in whom a diagnosis of cancer has not been established are seen in the general gynaecological outpatients. A fast track clinic for women presenting with postmenopausal bleeding has long been established in the outpatient department.

Gynaecological surgery is undertaken in the main theatre complex which, includes general surgery, urology and day surgery theatre lists. A full range of abdominal, vaginal and endoscopic surgical procedures are undertaken as well as advanced oncological procedures. A ward area has been designated for gynaecological oncology patients.

The Portsmouth Cancer Centre gynaecological cancer service sees over 250 newly diagnosed patients annually through the multiple weekly clinics, which on Friday are preceded by a multi-disciplinary meeting including Gynaecological Pathologists; Radiologist, and the symptom control team. The trainee will be expected to co-ordinate the cases for this meeting.

Chemotherapy is delivered in the adjacent Day Unit and oncology inpatients treated on a 20 bed ward. Radiotherapy facilities include planning suites, three linear accelerators with electron facilities, high dose microselectron and also facilities for after-loading of interstitial and endocavitary insertions are available.

In addition, implant work is undertaken using iridium wire in templates and flexible tubes.
Palliative Care
A two week module at the beginning of the programme will be arranged with the Palliative Care Service and the second module in year 2.

Coloproctology Training
An arrangement has been made to attend an all-day theatre list for at least a quarter of the year in the Department of Coloproctology at the Queen Alexandra Hospital. This department has four consultants and a twin table is organised each Wednesday.

Duties of the Post
The trainee will be expected to participate in the care of all inpatients admitted under the Gynaecological Oncology team. At least three theatre sessions will be attended each week as well as the combined clinics. A regular colposcopy session can be arranged in the programme, and there are short modules where a flexible approach to attendance is possible, e.g. PMB clinic, radiotherapy planning module, combined vulval clinic. The Urology operating list runs on Monday or Tuesday afternoon adjacent to the Gynaecological Oncology theatre session and attendance at interesting urological cases will be encouraged.

Teaching
Final year and 3rd year medical students from Southampton University attend Queen Alexandra Hospital every five weeks in rotation. Attendance at, and participation in, departmental lectures/tutorials and audit meetings is expected as well as help with in-service training and supervision of Senior House Officers, Specialist Registrar, and nursing staff. It is expected that the trainee would contribute to the rolling programme of modular gynaecological oncology teaching at regional level on Friday afternoons.
Research
An active programme of clinical and laboratory research in gynaecological oncology is currently underway in Portsmouth. The programme can be tailored to the successful applicant’s requirements for both RCOG accreditation and their future plans. An original database commenced some ten years ago could be explored by a bright and motivated trainee to enable submission of an MD thesis by the end of a 3-4 year integrated clinical / research training programme. The trainee will be expected to participate in all our projects and help recruit patients to national multicentre studies.

Visiting
Interested candidates are welcome to contact; Mr Woolas, Mr Brinkmann and Mr Gardiner on 02392 286000 extension 4560.

Specimen timetable - GYN ONCOLOGY WEEKS

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<td>Radiotherapy Planning Module or</td>
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Friday | Ward round, MDT presentation Combined Oncology Clinics | Postgraduate Teaching or Research

SOUTHAMPTON UNIVERSITY HOSPITALS NHS TRUST

The Princess Anne Hospital

The Princess Anne Hospital has been designed and equipped to enable staff to provide the most up-to-date treatment possible in pleasant surroundings. The hospital, which opened in March of 1981, comprises 80 maternity beds and 22 gynaecology beds. There are 16 delivery rooms, 4 operating theatres and a 36 cot tertiary level Neonatal Unit, including intensive care facilities. There are approximately 6,000 deliveries a year. The sub-specialties of Gynaecological Oncology, Fetal Medicine, Urogynaecology and Reproductive Medicine are represented within the hospital and there is a very active Day Surgical Unit. There is a Colposcopy Suite, facilities for out-patient hysteroscopy and urodynamics. A full ultrasound department is located within the hospital. The Princess Anne Hospital also houses the University Department of Obstetrics and Gynaecology and the School of Midwifery. The hospital is adjacent to, but separate from, the main General Hospital complex.

Staffing of the Department

- 19 Consultants

Junior Staff

This post will be in addition to thirteen other Specialty Trainees and two senior special interest Trust fellows, who all contribute to the on-call middle grade rota. There is a separate senior and junior registrar rota and the post holder will normally
participate in the senior tier. There are nine SHO equivalents (O&G ST1/2s, F2s and GP ST1/2s) as well as 3F1s who work solely in gynecology.

**The Southampton Gynaecological Cancer Centre**
The Southampton Gynaecological Cancer Centre is based in the Princess Anne Hospital, which is part of the General Hospital complex, and in which theatre sessions, combined oncology and colposcopy clinics are held. There is a weekly combined clinic. Immediately prior to this clinic is a busy clinic pathological conference with video networking to several peripheral units.

**Other Clinics**

- Oncology Clinics: On the hub and spoke mechanism
- Colposcopy Clinics: Several sessions per week employing “See and Treat” approach Service. These can be accessed as desired / needed
- PMB Clinic: Weekly outpatient hysteroscopy clinic. Can be attended as desired / needed
- Genetics Clinic

**Special Investigations by Designated Consultants**
There is close collaboration with designated consultants in allied specialties:

- Ultrasound
- MRI/CT scanning
- Histocytopathology
In-patient Care

(a) Surgery in the Princess Anne Hospital: 7 theatre sessions per week dedicated to gynaecology. There is established liaison with designated surgeons on Coloproctology, Urology and Plastic Surgery for combined operative procedures. There are 16 designated in-patient beds for gynaecological surgery in the Princess Anne Hospital.

(b) Medical Oncology: Chemotherapy is given in the new clinical / medical oncology centre on the SUHFT main site.

(c) Clinical Oncology: Radiotherapy is provided in the new clinical / medical oncology centre on the SUHFT main site. Radiotherapy facilities include planning suites, linear accelerators, and selectron, with after loading techniques.

Dedicated Oncology Nursing Support: Palliative Care
There are 4 Gynaecological Oncology Clinical Nurse Specialists. Several of the Nursing Team within the Centre have specific Oncology training and wide experience. For palliative care there is immediate on-site access to the Director of Southampton General Hospital Palliative Care Team.

Psychosexual Counselling
This is currently on an individual referral basis.

Administration

(a) Gynaecological Cancer Focus Group: Membership includes doctors, nurses and managers with a special interest in the care of patients with gynaecological malignancy and they meet every second month.
Southampton Hospitals Cancer Forum: The chairman of the Focus Group attends the cancer forum meetings convened as a requirement of a cancer centre. Membership is drawn from representatives of Focus Groups and by invitation through specific knowledge and expertise.

Training and Duties of Post
The breadth of training can be assessed by reference to the provisional weekly work programme. Training and clinical commitments inevitably merge. There are 7 theatre sessions per week. The extent of training in Coloproctology and Urology will depend on the needs of the trainees in these disciplines, but it has been agreed that a significant amount of hands on experience will be provided.

Teaching and Education
The trainee will be involved in undergraduate teaching of Southampton medical students and in service training and supervision of more junior STs, Foundation doctors and nursing staff. Participation and contribution to the rolling Regional deanery education sessions, particularly in respect of gynaecological oncology, is expected.

Research Audit and Trials
Trainees will be encouraged to pursue a research interest, even if the requirement for the training programme has already been met. Molecular research will be supervised in the new CRC laboratories with general audit and clinical research projects. The Centre expects increasing clinical trial activity on a Regional, National and International basis.

Visiting
Interested candidates who may wish to discuss the programme can do so by calling Mr Metcalf or Mr Crawford or Mr Hadwin on telephone number; 02380 796042
Provisional Weekly Timetable

The trainee is expected to undertake a daily ward round at 0800

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<td>Friday</td>
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<td>Regional Specialist Registrar Education Programme or Research Theatre weeks 1 and 3 Combined Oncology Clinic</td>
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Main Conditions of Service

The posts are whole-time and the appointments are subject to:

1. The Terms and Conditions of Service (TCS) for Hospital Medical and Dental Staff (England and Wales)
2. Satisfactory registration with the General Medical Council
3. Medical Fitness – You may be required to undergo a medical examination and chest x-ray. Potential applicants should be aware of the Department of Health and GMC/GDC requirements with regards to HIV/AIDS and Hepatitis viruses. Candidates must be immune to Hepatitis B. You will be required to provide, in advance of appointment, evidence of immunity or have a local blood test (as deemed necessary by the Occupational Health Department)
4. Right to work in the UK
5. Criminal Records Check/POCA check carried out by the Trust Medical Human Resources Department.
6. Pre-employment checks carried out by the Trust Medical HR department.

**Hours**

The working hours for junior doctors in training are now 48-hours averaged over 26 weeks (six months). Doctors in training also have an individual right to opt-out if they choose to do so but, they cannot opt-out of rest break or leave requirements.

However, the contracts for doctors in training make clear that overall hours **must not exceed 56 hours in a week** (New Deal Contract requirements) across all their employments and any locum work they do.

http://www.nhsemployers.org/PlanningYourWorkforce/MedicalWorkforce/EWTD/Pages/EWTD.aspx

**Pay**

You should be paid monthly at the rates set out in the national terms and conditions of service for hospital medical and dental staff and doctors in public health medicine and the community health service (England and Wales), “the TCS”, as amended from time to time. The pay scales are reviewed annually. Current rates of pay may be viewed at:

http://www.nhsemployers.org/PayAndContracts/Pay%20circulars/Pages/PayCircularsMedicalandDental.aspx

Part-time posts will be paid pro-rata.
Pay supplement
Depending upon the working pattern and hours of duty you are contracted to undertake by the employer you should be paid a monthly additional pay supplement at the rates set out in paragraph 22 of the TCS. The current pay scales may be viewed at: http://www.nhsemployers.org/ . The pay supplement is not reckonable for NHS pension purposes. The pay supplement will be determined by the employer and should be made clear in their offer of employment and subject to monitoring.

Pension
You will be entitled to join or continue as a member of the NHS Pension Scheme, subject to its terms and rules, which may be amended from time to time.

Annual leave
Your entitlement to annual leave will be five or six weeks per annum depending upon your previous service/incremental point, as set out in paragraphs 205 – 206 of the TCS.

The TCS may be viewed at:
http://www.nhsemployers.org/PayAndContracts/MedicalandDentalContracts/JuniorDoctorsDentistsGPReg/Pages/DoctorsInTraining-JuniorDoctorsTermsAndConditions150908.aspx

Sick pay
Entitlements are outlined in paragraphs 225-240 of the TCS.

Notice
You will be required to give your employer and entitled to receive from them notice in accordance with paragraphs 195 – 196 of the TCS.
Study leave
The employer is expected to offer study leave in accordance with paragraphs 250 – 254 of the TCS. Local policy and procedure will be explained at your induction.

Travel expenses
The employer is expected to offer travel expenses in accordance with paragraphs 277 – 308 of the TCS for journeys incurred in performing your duties. Local policy and procedure will be explained at induction.

Subsistence expenses
The employer is expected to offer subsistence expenses in accordance with paragraph 311 of the TCS. Local policy and procedure will be explained at induction.

Relocation expenses
The employer will have a local policy for relocation expenses based on paragraphs 314 – 315 of the TCS and national guidance at:
http://www.nhsemployers.org/PayAndContracts/MedicalandDentalContracts/JuniorDoctorsDentistsGPReg/Pages/DoctorsInTraining-JuniorDoctorsTermsAndConditions150908.aspx

You are advised to check eligibility and confirm any entitlement with the employer before incurring any expenditure. In addition to local policy there is Deanery guidance which can be viewed on www.wessexdeanery.nhs.uk

Pre-employment checks
All NHS employers are required to undertake pre-employment checks. The employer will confirm their local arrangements expected to be in line with national guidance at:
http://www.nhsemployers.org/RecruitmentAndRetention/Employment-checks/Pages/Employment-checks.aspx
Professional registration
It will be a requirement of employment that you have professional registration with the GMC for the duration of your employment.

Health and safety
All employers have a duty to protect their workers from harm. You will be advised by the employer of local policies and procedures intended to protect your health and safety and to comply with these.

Disciplinary and grievance procedures
The employer will have local policies and procedures for dealing with any disciplinary concerns or grievances you may have. They will advise you how to access these, not later than eight weeks after commencement of employment.

Educational supervisor
The employer will confirm your supervisor on commencement.
Mr Ken Metcalf, Princess Anne Hospital, Southampton
Mr Robert Woolas, Queen Alexandra Hospital, Portsmouth

General information
Health Education Wessex’s management of Specialty Training programmes, including issues such as taking time out of programme and dealing with concerns or complaints, is available at www.wessexdeanery.nhs.uk and in the national ‘Gold Guide’ to Specialty Training at http://specialtytraining.hee.nhs.uk/news/the-gold-guide/