



**danetre****medical**practice  
*Working together for better healthcare*

# General Practitioner



**Managing Partner – Jo Gilford**

**Senior Partner – Dr Jude Viira**

**Danetre Medical Practice**



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## OUR VISION

*To be a compassionate and committed provider of clinical excellence where our staff are motivated to achieve their potential to deliver diverse, local, patient centred services*

## JOB SUMMARY

As a member of the Practice Clinical Team you will:

- Provide primary healthcare services to Patients in all required environments.
- Participate in Practice activities including clinical and staff meetings, audits, and relevant CPD activities;
- Have a role in the development of the Practice.
- Contribute to the Practice's activities relating to its functions of training and research.

## DAILY CLINICAL RESPONSIBILITIES

You will be expected to:

- **Undertake** Consultations in all clinical settings as directed. These consultations will cover the breadth of the Practice's GMS and Enhanced Service obligations and you will be expected to support the Partners in providing such services as outlined in the GMS Contract and any national, directed or local enhanced services.
- **Maintain** and keep good standards of clinical records at all times and to work within Practice policy for prescribing. Additionally, you will be required to work to the systems and processes developed by the Practice both clinical and non-clinical (e.g. Path Lab results and comments, appropriate read coding and so on) and contribute towards the efficient and effective management of such systems.
- **Required** to give due regard to the Quality and Outcomes Framework (QOF) and Investment and Impact Fund (IIF) and contribute to achieving maximum points in all areas.
- **Share** the daily responsibility of checking and signing prescription requests, dealing with patient queries and providing clinical supervision to the nursing team, registrars, medical students and support to the management team and administrative staff as appropriate.
- **Support** and input into the aims of the Practice in areas including clinical governance, best practice, clinical audits and any other improvement activity as determined by the Practice.
- **Participate** in immunisation and vaccination programmes for individual patients in line with local and national guidelines.
- **Administer** First Aid including resuscitation if required.
- **Receive** and refer patients when appropriate.
- **Understand** and adhere to the Policies and Procedures of the Practice.
- **Update** the computerised records by coding activities appropriately and at the time of the consultation using templates where appropriate and comply with computer based information requirements.
- **Join** in a duty rota system within the clinical team, share visiting patients and cover for colleagues by undertaking extra shifts when required to ensure the service requirements are met.
- **Any** other duties that may be required of you to ensure service requirements are met.

**THIS JOB DESCRIPTION IS SUBJECT TO CONSTANT CHANGING NEEDS WITHIN THE WORK SITUATION AND WILL BE REVIEWED ANNUALLY IN CONSULTATION WITH THE POST HOLDER**

## PERSON SPECIFICATION SALARIED GP

	Essential	Desirable
<b>Qualifications</b>		
Eligible to Practice independently as a GP in the UK	✓	
Full GMC Registration with GP Registration	✓	
Entry onto the Medical Performers List	✓	
MRCGP		✓
Qualified GP Trainer		✓
<b>Experience</b>		
Experience of working within UK Primary Care within the last 3 years		✓
Knowledge/Skills	✓	
Excellent communication skills	✓	
General understanding of the GMS contract, and in particular the Quality and Outcomes Framework		✓
IT skills: - Word processing - Spreadsheet applications - Email		✓ ✓ ✓
<b>Qualities/Attributes</b>		
An understanding, acceptance and adherence to the need for strict confidentiality	✓	
Ability to use own judgement, resourcefulness, common sense and initiative	✓	
Ability to work without direct supervision and determine own workload priorities	✓	
Ability to work as part of an integrated multi-skilled team	✓	
Pleasant and articulate	✓	
Forward thinking	✓	
Able to work under pressure	✓	
<b>Other</b>		
Car driver/clean licence	✓	
Membership of a recognised medical indemnity organisation	✓	
Flexibility of working hours/ able to work at the desired times	✓	
Willingness to attend occasional meetings away from the Practice	✓	