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CYMRU  
**NHS**  
WALES

Bwrdd Iechyd Prifysgol  
Aneurin Bevan  
University Health Board

## Welcome to Aneurin Bevan University Health Board

### A guide for Doctors and Dentists



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## The Organisation

### Aneurin Bevan University Health Board

The new Health Board was formed on 1 October 2009, as part of the reorganisation of the NHS in Wales. It replaced Gwent Healthcare NHS Trust, the Acute Trust established in 1999 and five Gwent Local Health Boards, who had responsibility for primary care. Aneurin Bevan Health Board is responsible for the healthcare of more than 650,000 people living in south east Wales, providing primary and acute services, plus a wide range of community and mental health care.

The Health Board is one of the largest and busiest in the UK with acute hospitals at Newport, Abergavenny and Caerphilly, supported by community hospitals and extensive community, general practices, mental health and learning disability services.

The Board has three acute hospitals and twelve other hospitals and opened two new local general hospitals in 2010 and 2011. The new Grange Hospital will be opened in 2020.

It has over 13,000 staff, including over 1,000 doctors and general practitioners, 280 consultants and a nursing staff of more than 5,000. Its Clinical School has 950 medical students and 350 post-graduate junior doctor replacements each year.

The Board covers a key geographical area on the picturesque Welsh border, with Cardiff and Bristol within commuting distance and direct links by road and rail to major UK centres such as London, Birmingham and Manchester.

Its key executives are:

Chair Mrs Ann Lloyd, CBE	Interim Chief Executive Mr Glyn Jones	Medical Director Dr James Calvert
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## ABUHB Organisational Values and Behaviours

We want Aneurin Bevan University Health Board to be an enjoyable and fulfilling place to work. We know that feeling valued at work has a positive impact on both staff and patients.

Aneurin Bevan University Health Board expects a high standard of behaviour treating patients, their families, the public and colleagues with dignity and respect at all times. All staff are expected to carry out their roles with dedication and a commitment to the NHS and its core values.

The Health Board is committed to achieving the highest standards of healthcare services and to provide a safe, healthy, and fair working environment, where all staff are treated with dignity and respect.

All staff are expected to perform their role in accordance with NHS Wales' Core Values of:



Aneurin Bevan Health Board’s Values and Behaviours Framework includes four core values with associated behaviours expected of every member of staff, regardless of their role in the Health Board, which are:

**CORE VALUES**

- Patient first
- Personal responsibility
- Passion for improvement
- Pride in what we do

These core values support good governance and help ensure the achievement of our vision for Aneurin Bevan University Health Board:

- Working with you for a healthier community
- Caring for you when you need us
- Aiming for excellence in all we do

**ASSOCIATED BEHAVIOURS** to ensure our vision and values are put in to practice are:

<b>Treating everyone politely, with dignity, respect and kindness</b>	<b>Helping patients, their families, the public and colleagues when we can, or putting them in touch with the right person if we can't</b>
<b>Regularly seeking feedback from patients, clients and colleagues</b>	<b>Responding to concerns, problems and complaints</b>

**Clinical Futures Programme**

Be part of the NHS revolution in Healthcare in Wales.

The NHS across Wales is transforming, and leading the way in delivering system-wide improvements is Aneurin Bevan University Health Board, in south-east Wales.



There has never been a more exciting time to join our clinical teams as we pioneer new ways of delivering health services across the South East Wales area. Our innovative Clinical Futures programme is building on local Health, Social Care and Well Being Strategies that have been developed by local health boards and their partners, bridging all aspects of primary, community and secondary care and you could be a part of its plans to deliver the best to our patients and communities.

In October 2016 the Welsh Government announced its £350m investment and we are now on-site, building the most innovative hospital environment in a generation. Therefore, Clinical Futures is extending Aneurin Bevan University Health Board’s successful implementation of its Care Closer to Home initiatives; strengthening and promoting its services in the community as well as centralising care of the most critically ill patients in the brand new, state-of-the art Grange University Hospital - in an accessible location for the Gwent catchment population, opening in spring 2021.

It will consolidate services that cannot be safely delivered through community services or the Local General Hospital network - including inpatient paediatrics, neonatology, consultant-led obstetrics, critical care, major emergencies (medical, surgical and trauma) and major/complex surgery.

The examples of clinically-led transformations are extensive and all of this is supported by an ethos of piloting new technology such as patient flow and telehealth and ensuring there is the physical environment to improve care. In addition to the building of the Specialist Critical Care Centre new facilities opened Ysbyty Aneurin Bevan in Ebbw Vale, the first 100 per cent single room hospital in the UK. Ysbyty Ystrad Fawr opened in Ystrad Mynach, providing a state-of-the art Local General Hospital with inpatient, outpatient, diagnostic, theatre, hydrotherapy and therapy facilities. Three Primary Care resource centres – an innovative way to provide joined up care – have opened over the last two years with two more planned.

The philosophy of supporting healthcare within local communities is being further developed with innovative ways to improve patient care and outcomes. Some examples of successful developments include the Frailty Programme which provides a wide range of services to frail people in

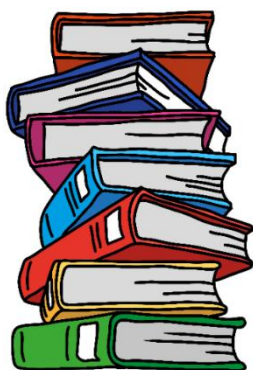
their homes, pre-hospital streaming and ambulatory secondary care services which help patients be cared for in the best environment, build up existing Chronic Conditions Management services across communities, strengthening Mental Health Community Teams to provide a wider range of services outside of hospital settings.

Gwent and south-east Wales is a thriving and cosmopolitan location, with easy access to the Severn Bridge in the east and the capital, Cardiff, in the west. The locality is surrounded by some of the most breath-taking scenery in the UK, with the sea to the south and the Brecon Beacons and Black Mountains to the north.

## Teaching & Research

### Gwent Clinical School

The title of Gwent Clinical School was formally awarded to Gwent Healthcare NHS Trust (and subsequently the Aneurin Bevan University Health Board) in April 2002 by the University Of Wales College Of Medicine (Cardiff University) and is the consolidation of all the clinical teaching activity within the organisation. The Gwent Clinical School campus reflects the educational and clinical facilities throughout the entire Health Board.



The ethos of the Gwent Clinical School is to provide quality educational opportunities, not only to undergraduate medical students, but also to other undergraduate healthcare professions and to the postgraduate trainees and professional staff in employment within the Health Board. Therefore, the creation and development of this ethos not only enables the expansion of clinical healthcare professionals within the NHS in Wales, but also meets the clinical governance agenda in relation to continuous professional development and quality and clinical excellence.

The Gwent Clinical School is predominantly linked with medical education but it is the firm intention of the Health Board to develop this so that a clear educational benefit can be seen for all professions. The increase in multidisciplinary education both at undergraduate and postgraduate levels has helped to facilitate this ideal and consultant staff are required to take a lead in developing multidisciplinary educational opportunities wherever possible.

An Assistant Medical Director for Education, Dr Hywel Jones, provides a corporate lead for the department which is headed by Linda Coe, Head of Medical Education and Revalidation Services.

### Undergraduate Education

The Gwent Clinical School provides large numbers of high quality clinical placements for students in all five years of training. Clinical Placements are sited throughout the four major hospital sites in the Aneurin Bevan University Health Board. The Royal Gwent Hospital in Newport takes the majority of medical students and provides clinical placements for all five years.

All consultants within Aneurin Bevan University Health Board are required to take a full and active role in undergraduate education. The extent of that commitment will vary in each specialty dependent on need. However, full participation is essential to ensure the realisation of the Gwent Clinical School ideal. The Health Board has developed a particularly close association with Cardiff University and honorary lecturer titles are given to consultants within the Health Board who provide a lead in undergraduate medical education.

Aneurin Bevan University Health board Community Dental services provides undergraduate teaching for students from Cardiff Dental School at Clytha Clinic.

### Postgraduate Education

The Health Board is also very active in facilitating the development of junior medical staff to ensure that the medical service of the future is provided by highly trained and effective medical staff. There are four centres for postgraduate education within the Health Board. The central Deanery in Wales is based in Cardiff and is headed by Professor Peter Donnelly, Postgraduate Dean. The Health Board enjoys a close relationship with the Postgraduate Deanery and annual commissioning reviews ensure that the postgraduate education taking place across the Health Board is relevant and effective. There are two Faculty Leads in post within the Health Board, one leading on quality and one leading on training.

All consultants take a full and active role in postgraduate education both by the ongoing teaching commitment to their own junior staff and also by participating fully in multidisciplinary educational events across the Health Board.

The current Dean for Postgraduate Dentistry is Professor David Thomas in Health Education and Improvement Wales (HEIW). ABUHB CDS has 4 consultants in Special Care Dentistry and 2 specialists in paediatric dentistry. It has rotating to ABUHB CDS 3 specialty trainees in Special Care Dentistry. ABUHB CDS has accreditation for dental sedation training and therefore is able to train dental teams within the CDS and GDS in Gwent as well as other dental teams in Wales.

#### Educational Facilities

There are four Education Centres across the Health Board, based at Nevill Hall Hospital, Royal Gwent Hospital, St Cadoc's Hospital and the new hospital at Ysbyty Ystrad Fawr. The Centres provide comprehensive facilities incorporating a number of seminar and lecture rooms which are fully equipped with LCD projection facilities as well as a range of specialist audio-visual equipment to facilitate multidisciplinary team meetings across Wales. The Library service is of an extremely high standard with professional librarians based at each of the four main sites. The libraries offer access to an extensive range of investigative resources, both in hard copy and electronic formats, including full access to Clinical Key. All NHS libraries in Wales also work in partnership with Cardiff University which allows access to a much wider resource.

The Health Board is keen to develop its resources in relation to simulation and clinical skills training, and offers fully equipped skills labs in the Royal Gwent, Nevill Hall and Ysbyty Ystrad Fawr Centres. In addition, High Fidelity Simulators, including paediatric models, are available in the dedicated simulation suites at these hospitals. There are two Clinical Leads for Simulation who are developing this resource further, with particular emphasis on human factors training for clinical teams.

All consultants are expected to take part in Education Centre activities as required.

#### Key Medical Education Staff

Name	Title	Contact Details
Dr Hywel Jones	Assistant Medical Director (Education and Training) & Honorary Sub Dean	01633 23 8018 <a href="mailto:Hywel.jones3@wales.nhs.uk">Hywel.jones3@wales.nhs.uk</a>
Miss Linda Coe	Head of Medical Education and Revalidation Services	01633 23 8127 07891 872872 <a href="mailto:Linda.coe@wales.nhs.uk">Linda.coe@wales.nhs.uk</a>
Mrs Rosanna Carnevale	Deputy Head of Medical Education	01633 238143 <a href="mailto:Rosanna.carnevale@wales.nhs.uk">Rosanna.carnevale@wales.nhs.uk</a>
Mr Ahmed Shandall	Faculty Lead Quality Assurance	01633 23 4124 <a href="mailto:Ahmed.shandall@wales.nhs.uk">Ahmed.shandall@wales.nhs.uk</a>
Tiro Nootigattu	Faculty Lead Medical Education	01873 73 2877 <a href="mailto:Tiru.Nootigattu@wales.nhs.uk">Tiru.Nootigattu@wales.nhs.uk</a>
Dr Helen Fowles	Foundation Programme Director & Clinical Led for Clinical Skills and Simulation	01633 73 2013 <a href="mailto:Helen.Fowles@wales.nhs.uk">Helen.Fowles@wales.nhs.uk</a>
TBC	Deputy Foundation Programme Director	TBC
Dr Ashok Vaghela	Clinical Lead for Clinical Skills and Simulation	01633 238124 <a href="mailto:Ashok.vaghela@wales.nhs.uk">Ashok.vaghela@wales.nhs.uk</a>
Dr Suresh Pandalai	SAS Tutor	<a href="mailto:suresh.pandalai@wales.nhs.uk">suresh.pandalai@wales.nhs.uk</a>
Dr Julie Keeley	GP VTS Director	Ext: 82661 <a href="mailto:Keely.julie@yahoo.co.uk">Keely.julie@yahoo.co.uk</a>
Dr Sasha Robinson	GP VTS Director	Ext: 82661 <a href="mailto:Sasharobinson@btinternet.com">Sasharobinson@btinternet.com</a>
Dr Sarah Neville	GP VTS Director	Ext: 82661
Judith James	Education Centre Manager (NHH) & Training Lead	01873 732877 <a href="mailto:Judith.James@wales.nhs.uk">Judith.James@wales.nhs.uk</a>
Mrs Kerry James	Education Centre Manager, RGH Clinical Skills and Simulation Manager	01633 238124 <a href="mailto:Kerry.james2@wales.nhs.uk">Kerry.james2@wales.nhs.uk</a>
Mrs Helen Drummond	Deputy Centre Manager	01873 732661

		<a href="mailto:Helen.Drummond@wales.nhs.uk">Helen.Drummond@wales.nhs.uk</a>
Mrs Caroline Newman	Foundation Programme Administrator	01633 238250 <a href="mailto:Caroline.newman@wales.nhs.uk">Caroline.newman@wales.nhs.uk</a>

## Research

Research is encouraged, particularly when this is appropriate to the professional development of the successful candidate and to the service development of the department. Opportunities are available within the Health Board with applications for funding co-ordinated by the Health Board's Research Development office.

ABUHB CDS is developing and expanding its ability to carry out research linking with the research and development team within Gwent.

### Key Research and Development Staff

Name	Title	Base Hospital	Telephone Number
Professor Sue Bale	Research and Development Director	St Woolos Hospital	01633 238506
Dr Ian Williamson	Lead Clinician for Clinical Trials	St Woolos Hospital	01633 238196
Mrs Jeanette Wells	Research & Development Manager	St Woolos Hospital	01633 238523
Dr Chris Edwards	Medical Physicist and Health Board Adviser on medical statistics	St Woolos Hospital	01633 238560

## Appraisal and Revalidation

All doctors holding a licence to practice from the GMC are required to take part in annual appraisal. Appraisal and Revalidation Services are managed within the Department of Medical Education in order to retain a focus on learning and improvement.

Aneurin Bevan University Health Board uses an electronic appraisal system (MARS) in order to undertake appraisal activities. The system acts as an e-portfolio in addition to a tool which is used to arrange and record appraisals. All new medical staff should make contact with the Appraisal and Revalidation team as soon as possible in order to ensure that annual appraisal takes place. All previous appraisal summaries should be forwarded the department on appointment.

Community dentists use the all Wales online Dental Appraisal System on an annual basis.

### Key Personnel:

Name	Title	Contact Details
Dr James Calvert	Medical Director/Responsible Officer	01633 435971 <a href="mailto:james.calvert@wales.nhs.uk">james.calvert@wales.nhs.uk</a>
Dr Steve Dumont	Appraisal Lead	01633 23 8127 <a href="mailto:Steve.dumont@wales.nhs.uk">Steve.dumont@wales.nhs.uk</a>
Miss Linda Coe	Head of Medical Education and Revalidation Services	01633 23 8127 07891 872872 <a href="mailto:Linda.coe@wales.nhs.uk">Linda.coe@wales.nhs.uk</a>
Mrs Rosanna Carnevale	Deputy Head of Medical Education	01633 238143 <a href="mailto:Rosanna.carnevale@wales.nhs.uk">Rosanna.carnevale@wales.nhs.uk</a>

## Important Information for Candidates

### Pre-Employment Screening

1. All candidates recommended for appointment will be subject to mandatory pre-employment checks before an unconditional offer of employment can be made and these will be detailed in the provisional offer letter.
2. Any offer of appointment may subsequently be withdrawn if a candidate knowingly withholds information, or provides false or misleading information. Information disclosed on application forms or CV's will be checked.
3. References for those new to the NHS or who have taken a break will be required to cover a minimum of three years of previous employment and/or training, or up to five years where a candidate has been employed in long term posts, including their current or most recent clinical supervisor. References for existing NHS staff will be determined based on duration of employment history and any breaks in service. For Consultant posts a minimum of 3 references will be required, to include the candidate's current Medical Director or supervising consultant. Please ensure your application/ CV covers these mandatory requirements. Employment dates may be verified through the organisation's HR department or recruitment function and referees may be contacted by telephone for further information or verification.
4. References will be sought for all shortlisted candidates for substantive Consultant posts and will be used solely to confirm a recruitment decision on the day of interview. Please indicate clearly if you do not consent to references being sought from your current employer. References for junior staff will usually be sought at conditional offer stage.
5. The nature of the work of this post is exempt from the provisions of Section 4 (2) of the Rehabilitation of the Offenders Act 1974 (Exemption Order 1975). Applicants are, therefore, not entitled to withhold information about convictions under the Act and, in the event of employment, any failure to disclose such convictions could result in dismissal or disciplinary action by the Health Board. Any information given will be completely confidential and will be considered only in relation to an application for positions to which the Order applies.

#### Making an Application

6. Please apply for this post on-line at [Trac Jobs](#) or [NHS Jobs](#).
7. All applicants for Consultant posts must be either on the [GMC's Specialist Register](#) or a Specialist Registrar due to obtain relevant CCT/CESR(CP) within 6 months of the date of interview.
8. Candidates are asked to note that canvassing of any member of an Advisory Appointments Committee/Interview Panel or Health Board Members will disqualify them. However, this should not deter candidates from contacting any person for further information about the job.
9. Applicants who are related to any member or senior office holder of the Health Board should clearly indicate in their application the name of the member or officer to whom related, and the nature of the relationship. A candidate deliberately concealing such a relationship would be disqualified.

#### General Terms and Conditions of Service

(Personal Terms and Conditions will be issued within 8 weeks of commencement in post)

10. Substantive and Locum Consultant and Specialty Doctor appointments are covered by the National Health Service Terms and Conditions of Service for Hospital Medical and Dental Staff (Wales) and the General Whitley Council Conditions of Service as amended from time to time. Details of these may be obtained from the HR Department. All Clinical Fellows and Fixed Term Appointees covering training gaps are appointed on terms and conditions that mirror national terms and conditions. Community Dentists terms of conditions of services are found in WHC/2017 002.
11. The appointment is superannuable under the National Health Service Superannuation Scheme. Remuneration will be subject to deduction of pension contributions in accordance with the Department of Health and Social Security regulations.
12. Reimbursement of removal and associated expenses will be subject to the criteria laid down in the General Whitley Council Conditions of Service, together with the Aneurin Bevan University Health Board policy. For enquiries, please contact Karen Kryjom on 01633 623466 before committing any expenditure.
13. In keeping with the requirements of the Equality Act 2010, the Health Board would be pleased to make any 'reasonable adjustments' required by disabled applicants in relation to the application and interview process.
14. The Health Board requires appointees to any medical or dental grade to hold and maintain full professional registration and hold a Licence to Practise with the General Dental Council and/or General Medical Council, as set out in individual person specifications.



15. So far as is practicable the doctor appointed will be expected to provide cover for annual and study leave of colleagues.
16. An occupational health assessment may be required following appointment, prior to any doctor taking up a post in the organisation, following completion of a confidential questionnaire.
17. The Ionizing Radiation (Medical Exposure) Regulations 2000 impose a legal responsibility on Health Boards for all staff who refer patients for medical radiation exposures such as diagnostic x-rays to supply sufficient data to enable those considering the request to decide whether the procedure is justified.

The minimum standard for existing NHS employees undertaking exposure prone procedures is compliance with the UK Health Department's guidance on "Protecting Health Care Workers and Patients from Hepatitis B" (PSM(93)12). A UK accredited laboratory report providing proof of non-infectivity for hepatitis B surface antigen (or if positive, e antigen negative with a viral load of  $10^3$  genome equivalents/ml or less) is required.

Healthcare workers new to the NHS or existing NHS employees new to undertaking exposure prone procedures need additional health clearance in accordance with 'Health Clearance for Tuberculosis, Hepatitis B, Hepatitis C and HIV: New Healthcare Workers' (Welsh Assembly Government 2007). Evidence is required for non-infectivity for hepatitis B surface antigen (or if positive, e antigen negative with a viral load of  $10^3$  genome equivalents/ml or less), HIV and hepatitis C (or if antibody positive, negative for Hep C RNA).

18. Proof of immunity against hepatitis B is desirable. Non-immune staff, undertaking exposure prone procedures, must agree to have the appropriate relevant blood tests every 12 months.
19. All staff are responsible for Data Quality in accordance with the Health Board's Data Quality Policy. It is the responsibility of all staff to ensure that information captured on paper; on electronic patient administration systems or any other media is correctly recorded in the first place; is regularly updated and is easily accessible when needed.

#### For Consultant Appointments Only

20. Given the particular nature of their work, consultants will be required to live in a location which is within reasonable travelling time from their place of work, as agreed with their Clinical Director.
21. Consultants are normally covered by the NHS Hospital and Community Health Services indemnity against claims of medical negligence. However, in certain circumstances (especially in services for which you receive a separate fee) a consultant may not be covered by the indemnity. The Health Departments therefore advise that you maintain membership of your medical defence organisation. A copy of WHC(89)/70 and the leaflet on indemnity issued in December 1989 is available from the Medical Recruitment Team.
22. The salary applicable is on the consultant pay scale and will be specified in the contract. On first appointment to the Consultant grade, the Health Board has discretion to fix the starting salary at any of the two next incremental points above the minimum of the scale by reasons of age, special experience, service in HM Forces or in a developing country, and qualifications.

#### For Specialty Doctor Appointments Only

23. The salary applicable is on the Specialty Doctor pay scale and will be specified in the contract.

## Estate/Letting Agents

### Rightmove

Property search for sale and rent

### Davis and Sons

Estate Agents

### Archer and Co

Estate Agents, Surveyors and Valuers

### DJ&P Newland Rennie

Auctions & Auctioneers , Business Property , Estate Agents , Overseas Property , Residential Letting , Residential Property , Surveyors & Valuers

### Crook & Blight Estate Agents

Estate Agents, Residential Letting, Residential Property

### Peter Alan

Estate agents, Residential Lettings

### Roberts & Co Estate Agents

Estate agents, Residential Lettings

### Darlows

Estate Agent

### Pinkmove Limited

Estate Agents, Sales and Lettings

## Alternative Accommodation

### ***Near Royal Gwent Hospital and St Woolos Hospital***

Newport Student Village

Campus Living Villages

Endeavour House

Usk Way

Newport

United Kingdom

NP20 2DZ

Email: [contact@campuslivingvillages.co.uk](mailto:contact@campuslivingvillages.co.uk)

Phone: +44 (0)1633 740 410

Website: [www.mystudentvillage.com/newportstudentvillage](http://www.mystudentvillage.com/newportstudentvillage)

### ***Near Nevill Hall Hospital***

When doctors are unable to get onsite accommodation at Nevill Hall Hospital, many choose to stay in a Bed and Breakfast when they first arrive. Here are some links:

- [Booking.com](#)
- [Air B&B](#)
- [Trivago](#)

## Local Authorities in the Gwent Area, School, Transport and Local Information

### Blaenau Gwent Council

[Schools, Nurseries and Comprehensive Schools A-Z](#)

[Local public transport information](#)

[Background on the Blaenau Gwent area](#)

### Caerphilly Council

[Schools Nurseries and Comprehensive Schools A-Z](#)

[Local public transport information](#)

[Your local area](#)

### Monmouthshire Council

[Schools, Nurseries and Comprehensive Schools A-Z](#)

[Local public transport information](#)

[Your local area](#)

### Newport City Council

[Schools, Nurseries and Comprehensive Schools A-Z](#)

[Local public transport information](#)

[Your local area](#)

### Torfaen County Borough Council

[Schools, Nurseries and Comprehensive Schools A-Z](#)

[Local public transport information](#)

[Your Local Area \(Community Services\)](#)

### Public Service Website

### Telephone Directory

### Bus/Train Travel

### Bus Service Website

### Wales Tourist Board Links

### Blaenavon Tourist Info

### Caerphilly Visitors Centre

### Monmouth Tourist Info

### Newport Tourist Info

