

# PROGRESS *your* CAREER



## Community Old Age Consultant Psychiatrist Older Adults Mental Health Team – Havering 10 Programmed Activities (10 PAs)

### Job Description and Person Specification

Royal College of Psychiatrists approval details:  
Pending approval

# Job Description

**JOB TITLE:** Community Old Age Consultant Psychiatrist  
**CONTRACT:** 10 Programmed Activities (10 PAs)  
 Substantive or Fixed Term (as preferred)  
 Flexible working available – including job share, part-time, remote sessions considered  
**BASE:** 26 Gubbins Lane, Harold Wood, Romford, Essex, RM3 0QA

## KEY RELATIONSHIPS:

Role	Staff member
Associate Medical Director for Havering	Dr Olumide Adeotoye
Associate Medical Director for Old Age	Dr Saheem Gul
Havering Integrated Care Director	Irvine Muronzi
Deputy Director	Joanne Guerin
Chief Medical Officer for NELFT	Dr Helene Brown
Deputy Chief Medical Officers in NELFT	Dr Sarah Dracass, Dr Manjari Tanwar & Dr Uzma Haque
Patients/Carers/coproduction Groups	

## Post and Specialty:

This post is for a Community Old Age Consultant Psychiatrist position in the Havering Old Age Community Mental Team based at 26 Gubbins Lane, Harold Wood, RM3 0QA

The role combines clinical leadership, direct patient care and collaboration across the care pathway for Old Age mental health patients. In the course of your work, you will help shape service development, support staff and champion the Trust values of **kindness, respect, and partnership with communities**.

## 1.1 Job Title: Community Old Age Consultant Psychiatrist

This is a full-time post for an Old Age Consultant Psychiatrist in a well-established service with an excellent, stable and well-resourced multidisciplinary team.

This is a full-time substantive post, and we would consider flexible working, job share or fixed term if preferred. It is a post with 10 Programmed Activities (PAs) with 7.5 Direct Clinical Contact activities (DCC) and 2.5 Supporting Professional Activities (SPAs).

## Rationale for post:

This is a well-established post that has become vacant due to the previous consultant leaving the organisation. There has also been a restructuring of the medical input to the teams (to align medical input to the local Primary Care Networks). A lot of transformation has taken place already within community mental health services across NELFT and continues to take place within Havering Older Adult Services. This post is currently vacant, and we wish to recruit substantively to this post as soon as possible.

## On-call responsibilities:

The postholder will be part of the Senior Psychiatrist on-call rota covering out of hours for Mental Health Services in NELFT. The on call covers Adult and Older Adult services. This is currently a 1:40 rota with a 3% Category A salary supplement. The Trust also has a Daytime (9am-5pm) Section 136 rota with an approximate frequency of 1 day every 3 months, with all Section 12 approved doctors expected to take a lead on emergency Mental Health Act assessments in the Section 136 suite on the Goodmayes site.

**Accountability:**

The postholder will be professionally accountable to the Chief Medical Officer via the Associate Medical Director for Havering and operationally accountable to both the Associate Medical Director (Dr Olumide Adeotoye) and the Integrated Care Director (Irvine Muronzi) and ultimately the Chief Executive Officer (Paul Calaminus).

**1.2 Main responsibilities**

The post holder will be a Consultant Psychiatrist committed to establishing a culture of care and collaborative working in the team. You will be expected to provide clinical leadership and supervision to the team, work directly with adult patients and their families and liaise as appropriate with inpatient, crisis and other community consultant psychiatrists. You will also develop links across the whole mental health pathway and primary care networks in Havering to continually improve services for our communities.

The successful candidate will work as part of a multidisciplinary team providing care to older adults with mental health needs who are registered with a GP Practice located in the central part of the London Borough of Havering (plus a small number of patients who reside in that part of the Borough but whose GP is elsewhere). This roughly equates to residents of the Electoral Wards named Brooklands, Romford Town, Squirrel's Heath, Emerson Park, St Andrew's, and Hylands as indicated on the borough map in Section 3.1 below.

Supervision responsibilities for the Specialty Doctor and the Core Trainee will be divided between the Consultants in the Team.

The Medical staffing in the team consists of:

- 3 whole time equivalent (wte) Consultants + 1 x 0.6 (wte) Consultant
- 1 x 0.8 (wte) Consultant + 1 x 0.4 (wte) Consultant in Memory Services
- 1 wte SAS Doctor
- 2 whole time equivalent (wte) Core/GP Trainees

We receive Year 4 medical students on clinical placement from Barts & The London School of Medicine, Queen Mary, University of London (QMUL) as well as Physician Associate students from QMUL and Anglia Ruskin University. There are opportunities for consultants to take an active role in teaching in terms of clinical curriculum delivery as well as delivering lectures and acting as examiners in the Clinical Examinations at QMUL.

**General Duties**

- Organise and prioritise own and team workload in line with Trust protocols.
- Ensure effective clinical and team-level risk management.

**Training & Supervision**

- Provide clinical supervision and education to team doctors, promoting high standards of care.

- Maintain personal professional development and support a culture of lifelong learning.
- Undertake regular appraisal and maintain a personal development plan.
- Facilitate integration of new staff and support team-wide training initiatives.

### Education

- Deliver in-service teaching to medical students, trainees, and multidisciplinary team members.

### Administration

- Complete all patient-related administrative tasks accurately and promptly.
- Use the Trust's electronic case record system effectively.

### Management

- Collaborate with the team manager and senior colleagues to ensure safe, high-quality care through clinical governance.
- Act as line manager for resident doctors.

### Leadership

- Contribute to service development, business planning, and clinical leadership within the service and directorate.
- Demonstrate leadership to foster effective teamwork and positive relationships across the Trust.
- Promote integrated care and a supportive team culture.
- Participate in Trust-wide mental health strategy and advocate for co-production in service development.
- Share knowledge and best practice based on current research and evidence.

### Communication

- Communicate effectively with colleagues, senior managers, and clinical leads.
- Convey complex patient information clearly to support collaborative decision-making.

## 1.3 Provisional Job Plan

### Specimen Timetable:

	AM	Type of Activity	PM	Type of Activity
Monday	OACMHT Referrals Meeting	DCC	Home Visits	SPA
Tuesday	Out-patient Clinic	DCC	Clinical Administration	DCC
Wednesday	Outpatient clinic	DCC	CPD	SPA
Thursday	Clinical Administration Service Development	DCC	Outpatient Clinic and Clinical Administration	DCC
Friday	Outpatient Clinic	DCC	Emergency review slot SPA activity	DCC/ SPA

The final Job Plan (within the terms of the New Consultant Contract) will be agreed with the Associate Medical Director (AMD) after a period of induction after commencing the post. The post holder should recognise that

the job will evolve as teams develop, and the post holder should be willing to adapt to change when this becomes necessary.

The postholder will at a minimum, have annual Job Planning with the Associate Medical Director. Timely job plan review will take place with the line manager when there are proposed workload changes to support safe working and identify the need for any additional support (e.g., unexpected request to cover a unit/ward/service in addition to current workload).

#### **1.4 Office, Admin, and IT Facilities**

The post holder will have access to designated office space shared with other doctors at the Teams' base 26 Gubbins Lane, Harold Wood Rm3 0QA. This allows for confidential patient assessments and for completing administrative duties without interruption.

The post holder will receive the necessary dedicated admin support from the dedicated medical administrators (1.0 wte medical secretary).

#### **1.5 Other aspects of the post:**

##### **Appraisal and Revalidation:**

The post holder will be required to engage in the annual appraisal process in line with Trust policy and GMC guidelines. The Trust Revalidation and Appraisal Lead will allocate an appraiser to the post holder. NELFT will be the post holder's Designated Body for the purposes of Revalidation, and the Responsible Officer is Dr Helene Brown. Appraisals are administrated through a platform called Premier IT Revalidation e-Portfolio (PReP).

##### **Continuous Professional Development:**

NELFT supports our consultants to undertake Continuous Professional Development (CPD) and there is sufficient provision for this within job plans. The post holder should be registered for CPD with the Royal College of Psychiatrists and there is an expectation to remain in good standing for CPD.

The post holder will typically have up to 2.5 PAs per week for Supporting Professional Activities (SPAs) which includes activity such as quality governance activities, service development, supervising trainees, teaching, research, medical management or other professional activity as negotiated etc.

Study leave of up to 10 days per year (or 30 days over 3 years) pro rata will be made available in accordance with the Terms and Conditions of Service. The post holder will also have access to a study allowance of £1000 per year (or £3000 over 3 years).

The post holder will be part of a CPD Peer Group in order to discuss and review complex / challenging clinical cases and to provide support in achieving their Personal Development Plan. There is support to identify and join a local group, which run independently from the Trust and meetings are negotiated by group members to meet their development and appraisal needs.

##### **Research and development (R&D):**

Research and Development is strong at NELFT, and we are the top recruiter to NIHR trials for a MH Trust in the North London Region with over 44 portfolio studies and 14 non-portfolio studies running at the Trust. We are in receipt of circa £2,363,915 in 20/21, over 50% of this income is from research grants that NELFT are leading and sponsoring.

NELFT encourages high quality research by providing access to high quality academic supervision, training, and statistics and methodology assistance. The R&D Department also manages research governance

procedures to ensure good practice in research. There are regular updates through a newsletter, email, and the R&D website. Researchers are welcome to approach R&D for advice and support. The postholder will be encouraged to pursue research, with the possibility of linking this to the programme of such activity conducted within the Trust Research and Development Department headed by Dr Russell Razzaque or with other academic centres.

### **Library Services:**

The library service is mainly digital. We have a small Library (Aubrey Keep, based at CEME centre) provides library and knowledge services to NELFT staff. The library offers computer access, colour laser printer, photocopier and scanner, quiet study space, and support with literature searching and current awareness. A professionally qualified librarian and an experienced library assistant staff the library and are always happy to help. It stocks around 2,500 print books and takes 40 print journals. Many other resources are available electronically or through reciprocal lending and document supply schemes.

### **Medical Education Department:**

Dr Shirin Mishra is the Director of Medical Education (DME). We also have three postgraduate tutors to support Higher trainees, Foundation trainees, Core and GP Trainees and SASG doctors. There are several other roles within the department e.g. Simulation Training Lead, Supported Return to Training Champion etc. The department is supported by 2 medical fellows, and one nurse fellow in education and 3 postgraduate tutors. Consultants have plenty of opportunities to contribute and develop their educational interests.

The NELFT medical education department delivers undergraduate and postgraduate (core and higher) education and training. Due to our geographical context, our medical education department has key relationships with two health education bodies, Health Education North Central and East London (HENCEL) and Health Education East of England (HE EOE). We also work with University College London Partners (UCLP).

We attract doctors of the highest calibre to enjoy excellent training in a friendly, nurturing environment. They range from FY trainees to higher specialist trainees mainly in psychiatry but also in Paediatrics, Geriatrics and Audio-vestibular medicine. Several of our consultants are also Educational Supervisors, which is coordinated by the Director of Medical Education..

NELFT is actively involved in teaching Undergraduate medical students, providing 4<sup>th</sup> Year and 2<sup>nd</sup> year from Barts & The London School of Medicine and Dentistry, Queen Mary, University of London with placements and a smaller number of 4<sup>th</sup> year Psychiatry placements for students from University College London (UCL). There are opportunities for consultants to teach “at the bedside” and on the formal medical school lecture courses.

### **Audit/Quality Improvement (QI):**

The post holder will be expected to support a culture of continuous improvement by utilising a Quality improvement approach to think systemically about complex problems, develop potential change ideas and test these in practice using a systematic QI methodology. Dr Stephen O'Connor is the Associate Medical Director for Quality Improvement and our Director for Quality Improvement is Mirek Skrypak.

### **Mentoring:**

The post holder will have the option to access mentoring from an experienced and trained mentor within the Trust.

**Leave:**

The annual leave entitlement is pro rata 32 days per annum, increasing to 34 days after seven years as a consultant. Study Leave entitlement is 30 days to be taken over a 3-year period. Leave should be applied for in line with the Trusts' Annual Leave Policy and Procedure for medical staffing.

**Cross-cover:**

There are cross cover arrangements in place primarily between the other Consultant in the team. However, in exceptional circumstances, Consultants from other services can be approached for leave cover. It is expected that the post holder will in return provide cross-cover for their consultant colleagues when they are on leave and in urgent situations if necessary. The post holder needs to pre-arrange cross-cover with the named consultants to cover his/her clinical duties whilst on leave. Arrangements should be stated in the leave application.

**External Duties:**

The Trust supports consultants to take up and carry out external duties i.e., Royal College roles, HEE roles, within the context of job planning.

**The post holder is required to:**

- Work in accordance with Trust policies and guidelines.
- Always adhere to the Trust Information Security Policy, in particular ensuring that there are no breaches of confidentiality because of your actions.
- Carry out other duties commensurate with the grade as directed.

**2:1 Havering Directorate**

The Havering Directorate forms one of the 7 Clinical Directorates in NELFT. The others include Acute and Rehabilitation Directorate (ARD); Barking & Dagenham; Essex; Kent; Redbridge; and Waltham Forest.



The London Borough of Havering is the most easterly of the London boroughs, bordering Essex to the north and east and the London Boroughs of Barking & Dagenham and Redbridge to the west. Its southern border is the River Thames. Havering lies around 8.95 miles (14.4 km) east of Central London.

It is a large Outer London Borough and although it is categorised as being largely suburban, it is actually a borough of contrasts. Some areas are highly developed (Romford Town Centre is a major commercial hub with multiple shopping arcades and one of the highest concentration of bars/night clubs in London outside of the West End) but on the other hand Havering does in fact have large areas of protected open space (literally dozens of different parks and more than half the borough is made up of Green Belt protected land).

In the 2021 census, Havering had a population of 262,000 (a slight increase compared to the 2011 number). Statistics worth noting are one of the lowest crime rates in Greater London and a below average unemployment rate. Ethnic/religious diversity is lower than in neighbouring London Boroughs but there is a significant trend towards increased diversity over time.

In 2001 the population was 95% White British, 2% Asian/Asian British, 1.4% Black/Black British but in 2021 these numbers had changed to 75%, 11% and 8% respectively. In the 2021 census 52% of people self-identified as Christian, with 6% Muslim, 3% Hindu and 2% Sikh.

The borough's main towns are Romford, Hornchurch, Upminster, Collier Row and Rainham. The Local Authority is the Havering Borough Council.

The borough has extremely good transport links to central London and eastwards to Essex and Kent. In terms of public transport, the borough is served by a good local bus network as well as National Rail/C2C (Rainham & Upminster), the District Line (Elm Park, Hornchurch, Upminster Bridge & Upminster), the London Overground (Romford, Emerson Park & Upminster) and the new Elizabeth Line (Romford, Gidea Park & Harold Wood).

The teams' base at 26 Gubbins Lane, is not far from Harold Wood Station, which is on the Elizabeth Line (40 mins to Tottenham Court Road). In terms of roads the A12 and A13 major arterial roads run through the borough as does the M25 (the London Orbital Motorway) and Dartford Crossings are not far away, together granting easy access to North London, South London & Kent. The Blackwall Tunnel and the Silvertown Tunnel, opened in 2025 between Newham and the Greenwich Peninsula, enhance these links further.

Havering services have a culture of continual learning and development. Several service development and Quality Improvement initiatives are being progressed

## 2.2 Directorate Composition:

Havering is an integrated directorate offering both mental health and community health services.

### Mental Health:

- The two Havering Mental Health & Wellness Teams; North, Central, and South.
- The Havering Older Adult Community Mental Health Service
- The Havering Memory Service
- The Havering Talking Therapies Service.
- The Havering Early Intervention in Psychosis (EIP) Team
- The Havering Community Learning Disability Team

- The Havering Child & Adolescent Mental Health Service (CAMHS)

### **Community Health Services:**

- The Havering Specialist Children's Health service, including community paediatrics
- NELFT Prosthetic Service
- The Community Diabetes Service
- The Urgent Treatment Centre at Queen's Hospital
- The District Nursing service
- The Rapid Response Team
- The School Nurse service
- The Health Visiting service
- Other community health services such as podiatry, falls service, respiratory service, end of life care.

In Havering there are two Mental Health & Wellbeing Teams (MHWTs) – North Central, and South Central. Please refer to map above (3.1). This post is located entirely in the community setting, within the Havering Adult Mental Health & Wellness Team (North).

Physical health co-coordinators run the monthly physical health clinic for patient with SMI. Clozapine clinics are based at Church Road in Harold Wood, and Main Road in Romford to cater for all the three MHWT teams.

The Acute & Rehabilitation Directorate (ARD) is based at the Goodmayes Hospital site in Ilford and provides several services as part of the Acute Care Pathway for mental health patients. Sunflowers Court is the inpatient unit which provides acute inpatient wards, a Psychiatric Intensive Care Unit, a Low Secure Unit for men, an Electro-Convulsive Therapy (ECT) Suite and dedicated Section 136 Suites, which acts as the designated local Health-Based Place of Safety. The Havering Home Treatment Team (HTT) is also based next door to Sunflowers Court and works closely with the inpatient clinical teams.

Community patients felt to be in need of Crisis mental health intervention are referred to the Integrated Crisis Assessment Hub (ICAH) who will review patients with the clinicians who already know them in their local teams to reach an agreed clinical management plan (admission, HTT, etc). Community teams are encouraged to refer early where appropriate with a view to enabling proactive interventions.

Patients from Havering are, where possible, admitted to specific wards at Sunflowers Court (Kahlo Ward for women and Turner Ward for men) which greatly assists in communication between inpatient and community clinicians and fosters good working relationships and joined-up thinking.

Each local clinical team ensures that the service is tailored to meet local need, links to local systems, resources, and services. The teams provide easy access, high quality, comprehensive, outcome focussed and evidence-based interventions following an integrated care pathway approach across health, social care, education, voluntary and the community sectors. The locality teams also advise and support services to maximise capacity to build resilience and provide early intervention.

There is a forensic liaison service from East London NHS Foundation Trust, which provides advice and support to teams. NELFT also provides a Psychiatric Liaison service to Queens Hospital A&E (Romford - Havering), King George Hospital A&E (Ilford - Redbridge) and Whipps Cross Hospital A&E (Leytonstone – Waltham Forest). There is also a Trust-wide Eating Disorder service, a Perinatal service, as well as a Personality Disorder service (IMPART).

Specialist Substance Misuse Services are commissioned separately to NELFT mental health services. In Havering the locally commissioned provider is Change Grow Live (CGL), and there are regular (currently every 6 weeks) scheduled joint clinical meetings, where mutual patients can be discussed and joint working planned.

### 2.3 Leadership

Each Operational Directorate is lead by an Intergated Care Director (ICD), an Associate Medical Director (AMD), a Director Psychological professions, a Director of Allied Health Professionals and an Associate Director of Nursing (ADoN).

### 2.4 Havering Mental Health and Wellness Team - North

The Havering Older Adults Mental Health Team consist of a Memory Service as well as an Older Adult Community Mental Health Team (OACMHT). The Memory Service provides a service across the whole borough, whilst the OACMHT is divided onto 3 localities, namely North, Central, and South. The service is all based at 26 Gubbins Lane, Harold Wood, Essex, RM3 0QA, except for a memory service satellite clinic, that is based in Rainham.

There has been a lot of transformation taking place across NELFT Mental Health services recently in line with NHS England priorities, the NHS 5 Year Plan and additional funding being made available. General Adult Mental Health teams have undergone significant restructuring and are still on their transformation journey. The main thrust of these changes has been a renewed emphasis on continuity of care and improved integration of physical and mental health care in a 'Place-Based Care' model – with (ideally) all local community services aligned to the recently-developed Primary Care Networks (groups of GP practices). The principles of Place-Based Care and the associated benefits of improved communication, integration, and closer relationships between primary and secondary care are achieved in these teams by the Consultants and other medics being aligned to the 3 localities.

Hence, this post-holder will work mainly within the Central Locality and provide medical input to patients who are registered with a GP Practice located in the central part of the London

Borough of Havering (plus a small number of patients who reside in that part of the Borough, but whose GP is elsewhere). This roughly equates to residents of the Electoral Wards named Brooklands, Romford Town, Squirrel's Heath, Emerson Park, St Andrew's, and Hylands, as illustrated on the borough map in Section 3.1 above.

There are currently 54 older adult care homes, and a number of smaller residential and extra care sheltered accommodation units across the borough, all run by different independent providers. Medical responsibility for these patients is shared across OAMCHT and the memory service complex care pathway.

NELFT is also working on developing a replacement for the Care Programme Approach (CPA) system to produce a patient-centred, needs-led, recovery-focussed system that will be truly meaningful for patients and clinicians (and, along with other initiatives, which will significantly reduce the administrative burden on clinicians, releasing more time for care delivery).

Social Care is the responsibility of the Local Authority, the London Borough of Havering (LBH), who provide a full range of Social Care assessments and interventions. Of most relevance to this document, LBH are the responsible body for Safeguarding Children and Vulnerable Adults.

As with many Local Authorities, Social Care and NHS Healthcare for Adults & Older Adults is provided within an integrated structure – NHS and Social Care staff working together in integrated teams with line management and associated functions delegated to NELFT under a ‘Section 75 Agreement’ (Section 75 Health and Social Care Act 2012). There is obviously an enormous overlap between the 2 areas of responsibility and expertise, and this integrated arrangement provides for seamless, joined up thinking and working. The Havering Mental Health Social Care Lead is currently Sheila Jones, a senior and very experienced Mental Health Social Worker and Approved Mental Health Practitioner (AMHP).

Specialist Substance Misuse Services are commissioned separately to NELFT mental health services, but inevitably there is a huge overlap between the 2 groups of patients – a large minority of the patients under the care of the NELFT MHWTS will have co-existing substance misuse issues. In Havering the locally commissioned provider is CGL and there are regular scheduled joint clinical meetings where mutual patients can be discussed and joint working planned.

In the past year up to 31st March 2024, 3848 referrals were received by the Havering Older Adults Mental Health Service – about 74 per week. These were roughly 1/4 for the Memory Service and 3/4 for the Older Adults Community Mental Health Team. The combined service carries an average caseload of around 1500 patients, of which 850 is with the memory service. The rest of the caseload (650) is roughly evenly distributed across the 3 localities in the OACMHT (+/- 216 each). The vast majority of referrals are made by GPs, and all are triaged by the duty Older Adult Access worker. Initial core assessments for appropriate referrals are carried out by the multidisciplinary team and discussed in the weekly clinical meetings. Cases are passed from there to the medical clinics if indicated, with a small number being triaged directly to the clinics.

The caseload demand for psychiatrists is variable, currently about 200, of which 40% is care coordinated and 60% followed up in outpatient clinics. We would expect a consultant to have between 1 and 2 new/initial assessments per week, and follow-up case slots of between 8 to 10 per week. The number of new assessments vary between 40 and 80 per year. The postholder will also be undertaking about 3 home visits per week.

#### **Havering Mental Health & Wellness Team – North Central composition:**

<b>Consultant Psychiatrist (this post)</b>	Consultant	1wte
<b>Consultant Psychiatrist</b>	Consultant	1wte
<b>Consultant Psychiatrists</b>	Consultants	1 wte
<b>Consultant Psychiatrist</b>	Consultants	0.6 wte
<b>Consultant Psychiatrist</b>	Consultant	0.8 wte
<b>Consultant Psychiatrist Memory clinic</b>	Consultant	0.4 wte
<b>Specialty Doctor</b>	Specialty Doctor	1wte
<b>Junior trainees</b>	CT/GPVTS	1wte

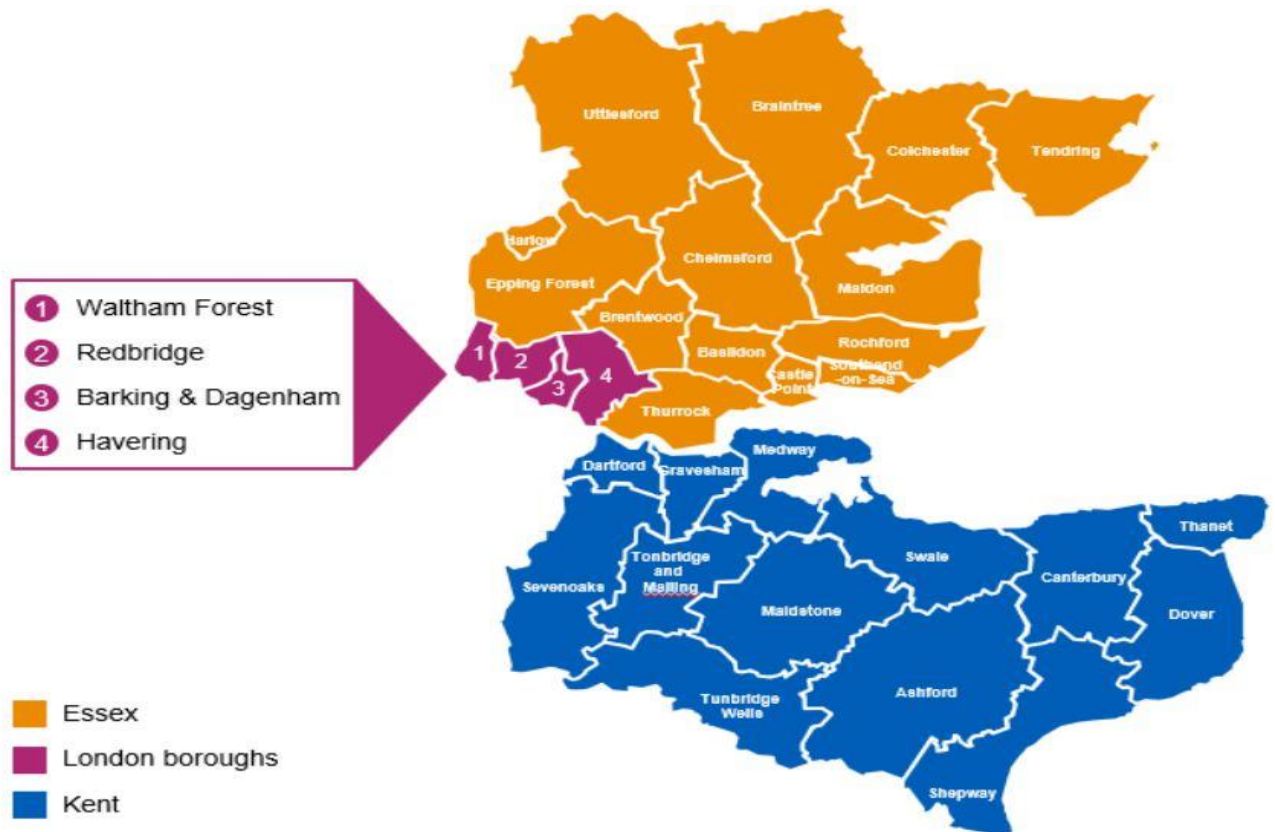
PA/Medical Secretaries	Band 4	3.85 wte
Clinical Lead Nurse	Band 7	1
Senior Social Worker	Band 7	1
Clinical Lead OT	Band 7	1
Highly Specialist Clinical Psychologist	Band 8A	1
Counselling Psychologist	Band 7	0.4
Community Mental Health Nurses	Band 6	5.8
Community Mental Health Nurses	Band 5	1.0
Occupational Therapist	Band 6	1
Social Worker	Band 6	2
Admiral Nurse	Band 6	1.6
Clinical Administrator	Band 3	2
Support Time Recovery Worker	Band 3	1
Peer Support Worker	Band 3	0.53

### 3.1 NELFT Profile

NELFT delivers award-winning community and mental health care across Kent, Essex, and North East London, serving over 4.9 million people. With 6,500+ staff and a budget exceeding £490 million, the Trust is committed to high-quality, evidence-based care through innovation and coproduction.

#### Key Highlights:

- **Quality & Improvement:** Leading NIHR trial recruiter in North London; over 325 QI-trained facilitators.
- **Workforce & Inclusion:** Strong NHS Staff Survey results; active staff networks including the Global Majority Network.
- **Clinical Leadership:** £2.4 million investment in clinical leadership roles across specialties.
- **Education & Research:** Partnerships with universities (e.g., Queen Mary University London); active medical education and research departments.
- **Mental Health Services:** Comprehensive care for adults, older adults, children, and specialist services (eating disorders, perinatal, personality disorders).
- **Community Services:** Includes long-term condition management, therapy, and nursing across various settings.
- **Staff Wellbeing:** Extensive support including occupational health, EAP, wellbeing plans, and flexible working options.



NELFT has invested £2.4 million over three years to strengthen clinical leadership across specialties, ensuring services are clinically led and operationally supported. Many leadership roles have already been filled. The Trust holds multiple accreditations and is rolling out the AIMS programme across adult acute inpatient units to enhance patient-centred care. CAMHS in London is part of the Quality Network for Inpatient CAMHS, and KMAH is pursuing QNIC accreditation. In partnership with Queen Mary University London, NELFT is recruiting Professors in CAMHS and Paediatrics to advance children’s services.

**Mental Health Services include:**

- Inpatient and community care for acute mental illness
- Support for children and young people with emotional or behavioural difficulties
- Older adult community mental health and Memory Services
- Specialist teams for eating disorders, perinatal mental health, personality disorders, and substance misuse

**Community Services include:**

- Long-term condition management (e.g., diabetes)
- Speech and language therapy
- Health visiting, district and school nursing
- Specialist paediatric therapy and nursing

NELFT actively collaborates with stakeholders through Primary Care Networks, Integrated Care Systems, and transformation projects. Local leadership teams ensure services meet community needs. Benchmarking shows NELFT leads in quality and value, supporting integrated healthcare across the region.

**Area demographics:**

Area	Total Population	CYP	Adult	Older Adult
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Barking & Dagenham	214,107	58,551	135,749	19,807
Essex	1,800,000	359,000	1,100,000	367,000
Havering	260,651	53,208	160,925	46,518
Kent	1,900,000	367,000	1,100,000	364,000
Redbridge	305,658	76,447	189,938	39,273
Waltham Forest	277,000	66,750	180,250	29,980

For more information on local demographics, please use the following links:

[Population and demographic data | LBBD](#)

[Essex population stats in maps and graphs. \(plumplot.co.uk\)](#)

<http://www.haveringdata.net>

[Kent population stats in maps and graphs. \(plumplot.co.uk\)](#)

[Redbridge \(Borough, Greater London, United Kingdom\) - Population Statistics, Charts, Map and Location \(citypopulation.de\)](#)

[Statistics about the borough | Waltham Forest Council](#)

### 3.2 Trust & Medical Management Structure

#### Our Trust Board

The Trust Board is made up of executive and non-executive directors. They work together to set the strategic direction and priorities for our organisation. They are held to account by our Council of Governors.

The executive directors are also part of our wider Executive Management Team, which is responsible for the day-to-day running of the Trust. Other members of our Executive Management Team attend board meetings.

Our current Board structure can be found on this page: [Providing care for people in London, Essex, Kent and Medway | NELFT NHS Foundation Trust](#)

#### Medical Management Structure:

Our Chief Medical Officer is Dr Helene Brown and our Responsible Officer. Our Deputy Chief Medical Officers are Dr Sarah Dracass for Mental Health and Dr Manjari Tanwar for Babies, Children and Young People and we are out to recruitment for a DCMO for Physical/community health & frailty. We are developing a new medical leadership structure including the CMO, DCMOs, Medical Directors for each of the Directorates, a Responsible Officer with responsibility for maintaining high professional standards, Director of Medical Education and Medical leads for Trust wide Clinical Specialities, ie Learning Disability and Autism, Older Adults mental health, Quality Improvement.

We currently have 7 operational Associate Medical Directors who lead in each of the directorates, and we have strategic Associate Medical Directors who lead across the organisation to implement best practice in specialist areas.

Our 7 operational directorates include:

- Acute and Rehabilitation Directorate (ARD)
- Barking and Dagenham
- Essex
- Havering

- Kent
- Redbridge
- Waltham Forest

### **Staff Health and Wellbeing**

Managing health and wellbeing is the responsibility of both the employer and the employee. The Trust strives to ensure that staff are provided with an environment and opportunities that encourage and enable them to lead healthy lives and make choices that support their wellbeing. We will ensure the following is in place to support all staff:

- Local occupational health service for pre-employment and in-employment support is available. Our Occupational Health provider is OHWorks Ltd. Referral will be by their line manager with their consent.
- There is also access to an Employee Assistance Programme (EAP), which offers employees confidential, independent, unbiased information and guidance on a range of emotional, health and social issues. A range of other support services are available to provide emotional wellbeing support of a short- or long-term nature.
- Support for staff following serious incidents is available and teams can access wellbeing support sessions.
- A wide range of local initiatives/resources are provided to promote workforce wellbeing for example: self-care, work-life balance, stress management, coaching/mentoring, and individuals are encouraged to complete a Personal Wellbeing Plan.
- Individuals will have access to a wide range of benefits, which include flexible working, flexible retirement, cycle scheme, gym discounts and other benefits.

All staff will be provided with information on how to access these support resources during induction, and regular updates are also communicated in our weekly newsletter.

### **Additional Information**

Additional information about protocols and guidelines while working at NELFT are outlined in [this document](#).

### **Key Performance Indicators (KPI) and Objectives**

Each individual and service will be set KPIs and achievement against these will be regularly reviewed. Performance against individual and service KPI's will be routinely monitored by your manager.

### **Review of this Job Description**

This job description is intended as an outline of the general areas of activity and will be amended in the light of the changing needs of the organisation. To be reviewed in conjunction with the post holder.

### **Other Duties**

There may be a requirement to undertake other duties as may reasonably be required to support the Trust. These may be based at other Trust managed locations.

### **Amendments:**

This is a description of the post as it is at present constituted. In consultation with the post holder, periodic reviews will be carried out to ensure that the job description relates to the job being performed and to incorporate any changes being proposed. It is hoped that agreement can be reached to any reasonable changes. If this is not possible your line manager reserves the right to make changes to the job description in consultation with you.

**Who to contact for informal inquiries:**

**Associate Medical Director: Dr Olumide Adeotoye**

**Deputy Chief Medical Officer: Dr Sarah Dracass**

**Medical Staffing:**

[Olumide.Adeotoye@nelft.nhs.uk](mailto:Olumide.Adeotoye@nelft.nhs.uk)

[Sarah.Dracass@nelft.nhs.uk](mailto:Sarah.Dracass@nelft.nhs.uk)

[medicalstaffinghr@nelft.nhs.uk](mailto:medicalstaffinghr@nelft.nhs.uk)

## Person Specification

	<b>Essential</b>	<b>Desirable</b>	<b>Measurement</b>
<b>Qualifications</b>	Inclusion in/eligibility for the Specialist Register for Psychiatry (or within 6 months of CCT). Approved Clinician status/ eligibility	Postgraduate qualification.	Application form and interview.
<b>Knowledge</b>	Comprehensive understanding of biological, psychological, and social determinants of mental health disorders.  A range of evidence-based treatment approaches for people with frailty and in Old Age.  Awareness of NHS and NELFT strategic priorities and clinical governance.	An understanding of systemic leadership principles.  Working knowledge of quality improvement methodology	Application form and interview.
<b>Clinical Skills</b>	Excellent diagnostic and therapeutic skills for Old Age mental health  Strong verbal and written communication.  Demonstration of Clinical leadership across various forms of service delivery  Competence in diverse cultural contexts and working with interpreters.		Application form and interview.
<b>Leadership &amp; Organisation</b>	Ability to lead multidisciplinary teams and build relationships with partner teams/organisations  Ability to manage time and workload effectively.	Experience of leadership through change or service development  Experience involving service users in service development and/or quality improvement	Application form and interview.
<b>Teaching</b>	Experience training junior doctors and other professionals.	Experience in multidisciplinary education.	Application form and interview.
<b>Academic Skills</b>	Willingness to engage in research and quality improvement methodology	Research experience and publications.	Application Form Interview
<b>Personal Skills</b>	Enthusiasm, integrity, flexibility, resilience under pressure.		Interview