

Job Description

Management Grouping: Adult Social Care and Health

Department/Section: Public Health

Job Title: Consultant in Public Health

Reports to: Director of Public Health

Purpose of the job

Bexley is at a very exciting and pivotal juncture in terms of Public Health adding strategic value to the work of the Council and NHS partners. The Director of Public Health is leading the implementation of Bexley's Health and Wellbeing Strategy which has the potential for significant system transformation across the borough. Bexley Public Health requires a Consultant in Public Health to support the Director of Public Health in developing an ambitious and far-reaching programme of work.

The post holder will provide senior Public Health leadership and expertise on a portfolio of key areas. with the overall purpose of making the best use of available resources to maintain and improve the public's health and to provide expert advice on all health matters. In addition, the postholder will support the Director of Public Health with providing the core offer and working closely with the NHS.

Principal accountabilities

Policy and strategy development and implementation

Will have responsibility for the development, implementation and delivery of national, regional and local policies, developing inter-agency and interdisciplinary strategic plans and programmes, with delegated Board or organisational authority to deliver key public health targets.

To lead as required by the Director of Public Health on the communication, dissemination and implementation and delivery of national, regional and local policies, developing interagency and interdisciplinary strategic plans and programmes, with delegated Board or organisational authority to deliver key public health targets.

To act in an expert advisory capacity on public health knowledge, standards and practice across the spectrum of public health.

To be responsible for the development and implementation of multi-agency long-term public health programmes as required, based on identification of areas of potential health improvement, the diversity of local needs and the reduction of inequalities.

Be expected to be able to cope with multiple and changing demands, and to meet tight deadlines. A high level of intellectual rigour, negotiation and motivation skills and flexibility are required to deal with complex public health issues, to advise and make recommendations regarding services and patient care. A high level of tact and diplomacy is required and an ability to understand other cultures to enable effective working across organisational boundaries and influencing without authority.

Work closely and in collaboration with key partners and council services in a matrix style of operation, as part of the Public Health team in the London Borough of Bexley.

Contribute actively to the training programme for GP VTS Trainees/Specialty Registrars in Public Health, and graduate trainees as appropriate, and to the training of practitioners and primary care professionals within the locality

Deputise for the Director of Public Health as necessary.

Clinical

Provide expert public health advice and leadership to support and inform an evidence-based approach in relation to communicable disese across all sectors.

Provide expert public health advice and leadership to support and inform an evidence-based approach to commissioning across primary, secondary and social care, and across sectors.

Provide public health advice and critical appraisal on clinical and cost-effectiveness of individual interventions to the ICS particularly relating to Individual Funding Requests (IFRs)

Support clinical decisions on individual funding requests at the triage stage of the IFR process, as necessary, in liaison with the Commissioning Support Unit and the ICS.

Public health leadership and advice for the Bexley Child Death Review process.

Advise and contribute to clinical policy-making and commissioning decisions at sector level, including working groups on specific clinical interventions.

Lead on the programmes of public health services for sexual health, substance misuse, stop smoking, and infection control/ delegated health protection assurance; and as required in an evolving programme of public health.

Improving the Health of the Population

Support the Director of Public Health in the implementation and monitoring of the Health and Wellbeing Strategy with all Bexley stakeholders.

To undertake health needs monitoring and epidemiological needs assessments and other projects that aim to investigate and increase understanding of the health of a population and to disseminate findings, where appropriate.

To work with relevant stakeholders to develop strategies for improving the health of specific population groups, as identified in health needs monitoring and needs assessments. Strategy development will also include linking with regional and national strategic work as appropriate.

To develop and utilise information and intelligence systems to underpin public health action across disciplines and organisations, leading collation and interpretation of relevant data.

To contribute to public health strategy and direction.

Surveillance and assessment of the population's health and well-being

To receive, interpret, provide and advise on highly complex epidemiological and statistical information about the health of populations to the NHS, Local Authority and voluntary organisations.

To write and/or contribute to national and local policy setting reports on the health of the population of Bexley.

To deliver the statutory responsibilities of the JSNA

Assessing the evidence of effectiveness of health and healthcare interventions, programmes and services

To provide expert public health advice and leadership to support and inform an evidence based approach within ethical frameworks for commissioning and to develop high quality equitable

services, across primary, secondary and social care, and across sectors including local authorities, voluntary organisations, etc, in potentially contentious and hostile environments where barriers to acceptance may exist.

To be lead on service development, evaluation and quality assurance governance in specific areas and for preparing and adjusting action plans in line with changing needs and changing geographical boundaries.

To be responsible for the identification and implementation of appropriate health outcome measures, care pathways/protocols and guidelines for service delivery across patient pathways for the local population.

<u>Leadership and collaborative working for health</u>

To take the lead role on behalf of the Director of Public Health in developing inter-agency and interdisciplinary short and long-term strategic plans for securing health improvement both in the general population and in vulnerable groups at high risk of poor health and/or reduced life expectancy, in partnership with a range of agencies such as those in the statutory, non-statutory, voluntary, and private sectors. This requires the ability to work cross-directorate and across other agencies and voluntary organisations.

To lead as required by the Director of Public Health on the integration of health, social services and voluntary organisations to promote effective joint working to ensure delivery of the wider government targets.

To influence external agencies in their public health policy decisions by working with complex professional, managerial and population groups and other organisations in the statutory, nonstatutory and private sectors.

Service Improvement

To provide expert advice to support evidence based commissioning, prioritisation of services for the population (and in some circumstances providing highly specialised advice on preferred treatment options or protocols based on the evidence for individual patients) in order to maximise opportunities for health.

To be responsible for implementation of NICE or equivalent national standards / guidance and frameworks.

To lead the developments of clinical networks, clinical governance and/or audit.

Public Health Intelligence

To analyse and evaluate quantitative and qualitative data and research evidence from a range of sources to make recommendations and inform decision making which has long term impacts.

To compare, analyse and interpret highly complex options for running projects identified as key public health priorities, and communicate this information across organisations and the local community.

To lead on, plan and design agreed aspects of the assessment of health needs, health inequalities, and health impact assessment, to identify areas for action within the local population based on the best available evidence and to be responsible for short and long term planning and for providing advice on the treatment of groups of populations.

Academic Public Health/ Research and Development

To undertake and commission literature reviews, evaluative research surveys, audits and other research as required to inform equitable service and reduce health inequalities. This may involve taking the lead on Research & Development public health and related activities for London Borough of Bexley.

To develop links with academic centres as appropriate to ensure the work of the organisation is based on a sound research and evidence base.

To develop public health capacity through education and training by raising awareness of the contribution of public health skills and knowledge in the local health community, including the local authority and the voluntary sectors, by contributing to teaching at undergraduate and postgraduate level and by supervising those training and working in public health. Operational

Will be the delegated budget holder for a number of core public health services and contribute to the formulation of department/service budgets and financial initiatives.

Will line manage and support up to three public health commissioner/strategists (covering areas such as substance misuse, sexual health, and tobacco control), and other staff as required as the PH team evolves

Will lead as required by the Director of Public Health on the further development of the core Public Health services areas under the post-holder.

Will undertake research or audit in particular areas as identified by the health surveillance programme and translate research findings into public health practice.

Will undertake health needs monitoring and epidemiological needs assessments and other projects that aim to investigate and increase understanding of the health of a population and to disseminate findings, where applicable.

Will support the delivery of the statutory responsibilities for the JSNA and PNA.

Will work with relevant stakeholders to develop strategies for improving the health of specific population groups, as identified in health needs monitoring and needs assessments. Strategy development will also include linking with regional and national strategic work as appropriate.

Will develop and utilise information and intelligence systems to underpin public health action across disciplines and organisations, leading collation and interpretation of relevant data.

Will contribute to public health strategy and direction.

Undertake any other duties commensurate with the level of the post, as required to ensure the efficient and effective running of the Department / Section

Personal Effectiveness (Professional Obligations) The

post holder will be expected to:

Pursue a programme of CPD, in accordance with Faculty of Public Health requirements, or other recognised body, and undertake revalidation, audit or other measures required to remain on the GMC/GDC Specialist Register or the UKPHR or another specialist register as appropriate.

Practise in accordance with all relevant sections of the General Medical Council's Good Medical Practice (if medically qualified) and the Faculty of Public Health's Good Public Health Practice.

Participate in the organisation's staff appraisal scheme and departmental audit and ensure appraisal and development of any staff for which s/he is responsible.

Contribute actively to the training programme for Foundation Year Doctors/SHOs/Specialist Registrars in Public Health Medicine and Public Health Specialist Trainees as appropriate, and to the training of practitioners and primary care professionals within the locality.

To present timely and relevant advice and information to Members and to ensure that Group Leaders are briefed on major and sensitive issues.

To deal promptly with all matters requiring the post holder's personal attention.

To be fully conversant with relevant statutory provisions and the Council's constitution, processes and procedures; to develop the full range of managerial and professional skills and knowledge to satisfy the requirements of the post.

To establish and develop effective working relationships and productive partnerships with all the relevant partners, including those in e.g., education, health, social services, Independent and voluntary sectors

Management and Leadership

The post holder will be managerially and professionally accountable to the Director of Public Health. Professional appraisal will be required. The job plan will be reviewed as part of the annual appraisal process.

The post holder:

- I. Will line manage and support up to three public health commissioners/ strategists, and other staff as required as the PH team evolves
- 2. Will help manage budgets for the service areas mentioned in #1.
- 3. Will deputise for the Director/Head of Department as required.
- 4. Will act as trainer for Public Health Specialty training, GP VTS training and manage Specialty Registrars in Public Health, GP VTS Trainees, and graduate trainees as appropriate

Ensure that staff are recruited, managed, appraised, and developed, and that effective arrangements are made for the training and development of all staff within the department so as to meet service needs and to provide equality of opportunity for all employees.

Contacts and relationships

Public Health Bexley sits in the Adult Social Care and Health Directorate and works in an integrated way within LBB. Matrix working includes strong links with all other Directorates within LBB. Particular emphasis will be given to working with the Beley Wellbeing Partnership and wider ICS, clinicians, local hospitals and community health providers, Bexley Care and primary care.

This post entails communicating directly with elected members on a regular basis and working with partners (both local and regional) outside the organisation at Chief Officer and Director level. This includes Chief Officers, elected Members, other senior officers, service managers, senior officers and Members from other local authorities, external consultants/contractors and representatives from other improvement agencies and networks.

Key Working Relationships

- Director of Public Health
- Public Health Commissioners and Strategists
- LBB Councillors
- Colleagues from other LBB directorates
- Bexley Wellbeing Partnership/ SEL ICS
- Commissioned providers
- Bexley Care
- GP Practices
- LMC
- LPC

- Voluntary Organisations
- Acute Hospital Trusts
- UK Health Security Agency
- NHS England
- Health Education South London
- Ensure stakeholder and user involvement for all service developments.

Organisational Control and Development

To keep under review and develop the structures, procedures and working methods for which the post holder is responsible to ensure an integrated, effective, and efficient approach to the delivery of services.

To ensure that working practices and processes are developed that maximise the use of new technology to ensure efficient and effective delivery of services to residents.

Other Organisational Requirements

To carry out the duties of the post with due regard to the Council's employment policies, core values and equalities framework.

All employees are required to participate in appropriate performance evaluation processes as relevant, and to undertake appropriate training and development identified to enhance their work.

All employees are required to comply with the Council's Health & Safety policies and procedures at all times, taking due care for themselves, colleagues, and members of the public.

Assist in carrying out the Council's environmental policy within the day to day activities of the post.

Undertake other duties, commensurate with the grade, as may reasonably be required.

Consideration will be given to making reasonable adjustments for a disabled postholder.

This Job Description may need to be amended by the Directorate from time to time to meet the changing needs of the service.

Person Specification

Management Grouping: Adult Social Care and Health

Department/Section: Public Health

Job Title: Consultant in Public Health

IMPORTANT: This person specification contains changes introduced in amendments made to the NHS (Appointment of Consultants) Regulations for England, Scotland, Northern Ireland and Wales which came into force during 2005. Further amended in June 2015

SELECTION CRITERIA	ESSENTIAL/	METHOD OF
	DESIRABLE	ASSESSMENT
	(E/D)	(see key)

(a) Education & Formal Training		
Inclusion in the GMC Specialist Register/GDC Specialist List/UK Public Health Register (UKPHR) for Public Health Specialists -This entails a Master's programme plus further postgraduate medical specialist training.	E	А
If included in the GMC Specialist Register/GDC Specialist List in a specialty other than public health medicine/dental public health, candidates must have equivalent training and/or appropriate experience of public health medicine practice.	E	А
Public health specialty registrar applicants who are not yet on the GMC Specialist Register/GDC Specialist List in dental public health/UKPHR must provide verifiable signed documentary evidence that they are within 6 months of gaining entry at the date of interview; all other applicants must provide verifiable signed documentary evidence that they have applied for inclusion in the GMC/GDC/UKPHR specialist registers [see shortlisting notes included in Appendix 1 below for additional guidance].	E	A
Applicants must meet minimum CPD requirements (i.e. be up to date) in accordance with Faculty of Public Health requirements or other recognised	Е	А
body.	D	А
MFPH by examination, by exemption or by assessment.		
Masters in Public Health	D	A

(b) Relevant Technical Experience & Knowledge		
Delivery of successful change management programmes across organizational boundaries.	E	A/I
Media experience demonstrating delivery of effective health behaviour or health promotion messages.	D	A/I
Experience of using complex information to explain public health issues to a range of audiences.	E	A/I
In depth understanding of the health and care system and the relationships with both local national government	E	A/I
In depth knowledge of methods of developing clinical quality assurance, quality improvement, evaluations and evidence based public health practice	E	A/I
Strong and demonstrable understanding of interfaces between health, social care and key partners (dealing with wider determinants of health)	E	A/I
High level of understanding of epidemiology and statistics, public health practice, health promotion, health economics and health care evaluation.	E	A/I
Understanding of local authorities and social	E	A/I
services Understanding of NHS	E	A/I
Knowledge of methods of developing clinical quality assurance, quality improvement and evidence based clinical and/or public health	E	A/I
practice Understanding of the social and political	D	A/I
environment	E	A/I
Project management skills	E	A/I
Staff management and training		

Practical experience in facilitating change	D	A/I
Budget management skills	E	A/I
Training and mentoring skills	D	A/I
Scientific publications, presentation of papers at conferences, seminars etc	D	A/I

(c) Relevant Skills & Abilities		
Able to influence senior members including directors and CEOs	E	A/I
Able to both lead teams and to able to contribute effectively in teams led by junior colleagues	E	A/I
Commitment to work within a political system irrespective of personal political affiliations	E	A/I
Strategic thinker with proven leadership skills and operational nous	E	A/I
Able to demonstrate and motivate organisations to contribute to improving the public's health and wellbeing through mainstream activities and within resources	E	A/I
Ability to lead and manage the response successfully in unplanned and unforeseen circumstances	E	A/I
Analytical skills able to utilize both qualitative (including health economics) and quantitative information	Е	A/I
Ability to design, develop, interpret and implement strategies and policies	E	A/I
Excellent oral and written communication skills (including dealing with the media)	E	A/I
Effective interpersonal, motivational and influencing skills	E	A/I
Ability to respond appropriately in unplanned and unforeseen circumstances	E	A/I

Good presentational skills (oral and written)	E	A/I
Sensible negotiator with practical expectation of what can be achieved	E	A/I
Substantially numerate, with highly developed analytical skills using qualitative and quantitative data	E	A/I
Computer literate (MS Office)	Е	A/I
Ability to design, develop, interpret and implement policies	E	A/I
Ability to concentrate for long periods (e.g. analyses, media presentations)	E	A/I
Resource management skills	E	A/I
 English Language Requirements for Public Sector Workers: Ability to speak with confidence and accuracy, using accurate sentence structures and vocabulary. Ability to choose the right kind of vocabulary for the situation in hand without a great deal of hesitation. Ability to listen to customers and understand their needs. 	E	A/I
 Ability to tailor your approach to each conversation appropriate to the customer, responding clearly even in complex situations. 		

KEY:

I = Interview

A = Application Form

Applicants will be assessed against these criteria and the following high performance indicators throughout the recruitment process.

High Performance Indicators

Values	Behaviours for staff	Behaviours for managers
Innovation	changing demands	I routinely look for innovative and cost effective ways to improve performance and customer service
	I am prepared to take managed risks to achieve better outcomes I ask 'What if? to develop fresh thinking and innovative approaches to generate and implement solutions to improve performance and challenge the status quo	I champion change and deal successfully with ambiguity, enabling people to see positive and exciting possibilities for the future I take calculated risks based on available evidence and my professional judgement to learn and try new things
Leadership		I create an environment where staff can thrive and show I value and trust staff, give praise and recognise good
Partnership		I encourage the feeling that the team is a collective unit with shared goals I engage with service partners and other areas of the Bexley organisation to understand the demands on others and seek solutions as One Council I network internally and externally

Listening and	Lacknowledge other people's	l seek regular service user feedback and
Responding		review customer data to shape
	information anticipating questions and problems	I ask staff for ideas on how to improve our service and how I can improve as a manager, listen to them and act on them
	I adapt my style to the audience and their needs, using the most appropriate communication channels	I empower staff to make decisions and changes to improve value for money, customer service and productivity
Open and Accessible	I see issues from the customer / user perspective	I am accessible to my service users, customers, staff and Members
		I communicate and share a clear vision for the bigger picture as well as specific service areas I outline what is expected of individuals and their contribution to the whole, and am consistent in my expectations
Impact		I produce, prioritise and adapt plans to meet changing requirements I set interim goals to achieve notable wins on the way to larger objectives
	range of information and evidence	

Appendix 1

FACULTY OF PUBLIC HEALTH COMPETENCIES

(2022 PH Specialty Training Curriculum)

Use of public health intelligence to survey and assess a population's health and wellbeing To be able to synthesise data into information about the surveillance or assessment of a population's health and wellbeing from multiple sources that can be communicated clearly and inform action planning to improve population health outcomes.

Assessing the evidence of effectiveness of interventions, programmes and services intended to improve the health or wellbeing of individuals or populations

To be able to use a range of resources to generate and communicate appropriately evidenced and informed recommendations for improving population health across operational and strategic health and care settings.

Policy and strategy development and implementation

To be able to influence and contribute to the development of policy as well as lead the development and implementation of a strategy.

Strategic leadership and collaborative working for health

To use a range of effective strategic leadership, organisational and management skills, in a variety of complex public health situations and contexts, dealing effectively with uncertainty and the unexpected to achieve public health goals.

Health Improvement, Determinants of Health and Health Communications

To influence and act on the broad determinants and behaviours influencing health at a system, community and individual level.

Health Protection

To identify, assess and communicate risks associated with hazards relevant to health protection, and to lead and co-ordinate the appropriate public health response.

Health and Care Public Health

To be able to improve the efficiency, effectiveness, safety, reliability, responsiveness and equity of health and care services through applying insights from multiple sources including formal research, health surveillance, needs analysis, service monitoring and evaluation.

Academic public health

To add an academic perspective to all public health work undertaken. Specifically to be able to critically appraise evidence to inform policy and practice, identify evidence gaps with strategies to address these gaps, undertake research activities of a standard that is publishable in peer-reviewed journals, and demonstrate competence in teaching and learning across all areas of public health practice.

Professional, personal and ethical development

To be able to shape, pursue actively and evaluate your own personal and professional development, using insight into your own behaviours and attitudes and their impact to

modify behaviour and to practise within the framework of the GMC's Good Medical Practice (as used for appraisal and revalidation for consultants in public health) and the UKPHR's Code of Conduct.

Integration and application of competencies for consultant practice

To be able to demonstrate the consistent use of sound judgment to select from a range of advanced public health expertise and skills, and to use them effectively, working at senior organisational levels, to deliver improved population health in complex and unpredictable environments.

Shortlisting notes

The Faculty of Public Health advises that in order to be shortlisted for a consultant post applicants who are not yet on the GMC Specialist Register/GDC Specialist List in dental public health/UK Public Health (Specialist) Register (UKPHR) must provide verifiable signed documentary evidence that an application for inclusion on one of these specialist registers is in progress as follows:

1. Applicants in training grades

Public health Specialty Registrars in a recognised UK public health training scheme must provide evidence to confirm that they are within **SIX** months of award of their certificate of completion of training (CCT) and inclusion in the GMC Specialist Register/GDC Specialist List in dental public health/UKPHR for public health specialists at the date of interview (i.e. the expected date of award of their CCT must fall no more than six months after the date of interview). *Please note that from January 2005 in England, May 2005 in Scotland and November 2005 in Northern Ireland and Wales, this period has been extended from the three months required previously.* The documentary evidence should be:

Either a ARCP 6/RITA Form G (Final Record of Satisfactory Progress) **or** a letter from the postgraduate dean (or Faculty Adviser) specifying the expected date for completion of training (which must be not more than six months after the date of interview).

2. Applicants in non training grades

2.1 Doctors (i.e. medical practitioners)

Doctors outside recognised UK public health training schemes fall into a number of categories:

• those who have trained outside the UK, who may have specialist training and qualifications which they are seeking to have recognised by the General Medical Council (GMC) in order to gain registration with the GMC: these doctors may be shortlisted according to the following 2005 guidance from the Department of Health and Scottish Executive which indicates that There will be some instances (for example when considering applicants trained outside the UK) where an AAC may choose to interview a candidate prior to [GMC] Specialist Register entry. In these

circumstances, it will wish to be satisfied that subsequent Specialist Register entry is likely. Employers should ask the applicant to provide documentary evidence that he/she has submitted an application to the GMC which is eligible for consideration at the time of application (for shortlisting).

O those who have not completed specialist training in the UK who are seeking entry to the GMC Specialist Register through the Certificate of Eligibility for Specialist Registration route (formerly Article 14 of the European Specialist Medical Qualifications Order (ESMQO)), which allows the GMC to consider not only training but also relevant experience: these doctors may have trained in or outside of the UK. Again, employers should ask the applicant to provide documentary evidence that he/she has submitted an application to the GMC which is eligible for consideration at the time of application (for shortlisting).

2.2 Applicants from a background other than medicine

- Other than trainees (see 1 above), applicants from a background other than medicine would normally be expected to have gained full specialist registration with the UKPHR. However, exceptionally, individuals who can demonstrate that they have submitted a portfolio application to the UKPHR may be considered for shortlisting. Suitable evidence will be a letter from the UKPHR acknowledging receipt of the portfolio application.
- Other than trainees (see 1 above), applicants from a background in public health dentistry must be included in the GDC Specialist List in dental public health. However, those who can demonstrate that they have submitted an application for inclusion on the GDC specialist list in public health dentistry may be considered for shortlisting. Employers should ask the applicant to provide documentary evidence that he/she has submitted an application to the GDC which is eligible for consideration at the time of application (for shortlisting).

Employers are advised that individuals should not take up consultant in public health medicine or consultant in public health posts (including DPH posts) until such point as they have gained entry to the GMC Specialist Register/GDC Specialist List in dental public health/UK Public Health (Specialist) Register. Although applicants will be able to provide documentary evidence that an application is in progress, no guarantee can be made as to the outcome of an application to the GMC/GDC/UKPHR specialist registers.

The above guidance applies to applications for both general and defined specialist registration with the UKPHR. Individuals with defined specialist registration are eligible for consideration for shortlisting for, and appointment to, consultant posts including those at DPH level. In all appointments, employers will wish to ensure that an applicant's areas of competence meet those required in the person specification.