



Candidate Information Pack

GP Partner

Solihull Healthcare Partnership

Closing date: Friday 31st May 2024



Solihull
Healthcare
Partnership



Thank you for your interest in this exciting opportunity to join Solihull Healthcare Partnership. Enclosed is the information you will require to assist you in applying for this role.

To apply please submit your CV with a covering letter. Applications should be emailed to shp.hr@nhs.net by the 31st May 2024.

For an informal discussion and to arrange a visit please contact either:
Dr Natasha Behl, GP Executive Partner for Workforce/OD on natasha.behl1@nhs.net
Dr Nish Patel, GP Executive Partner for Operations and Clinical Director on nishpatel@nhs.net

You can click on the links below to learn more about our sites.

Blossomfield Surgery

308 Blossomfield Road, Solihull B91 1TF

Dickens Heath Medical Centre

94 Old Dickens Heath Road, Shirley, Solihull B90 1SD

Grove Surgery

3 Grove Road, Solihull, West Midlands B91 2AG

Haslucks Green Medical Centre

287 Haslucks Green Road, Shirley, Solihull, West Midlands B90 2LW

Monkspath Surgery

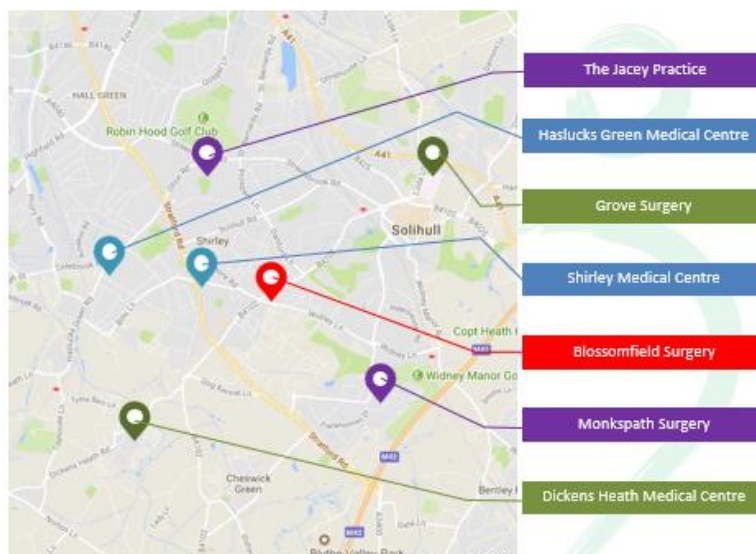
Farmhouse Way, Shirley, Solihull, West Midlands B90 4EH

Shirley Medical Centre

8 Union Road, Shirley, Solihull, West Midlands B90 3DT

The Jacey Practice

93 Northbrook Road, Shirley, Solihull B90 3LX





**Solihull
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Welcome Letter from the Solihull Healthcare Partnership Board

Dear Applicant,

Thank you for your interest in joining us at Solihull Healthcare Partnership (SHP).

Due to recent retirements, we are seeking enthusiastic, dynamic and dedicated GP Partners to join our friendly, growing and supportive Partnership. We are a hardworking team who pride ourselves in delivering excellent quality of patient care in conjunction with our clinical/non-clinical teams and Senior Management with over 200 employees. SHP has undergone monumental change in the past few years since merger in 2019 and has evolved into a forward thinking, dynamic Partnership poised to accept the challenges of modern General Practice, and deliver innovative and dynamic solutions to provide the best care to our patients.

We enjoy an excellent reputation within the Birmingham and Solihull area, particularly with respect to working with BSOL ICS and our system partners including University Hospital Birmingham, Solihull Council, Mental Health Trust and Community teams. More recently, through our collaboration with the NHSE Primary Care Transformation Team, SHP have created new ways of modernising General Practice to help support our patients. We provide sustainable ways of working for our teams and have been cited as an exemplar in this regard, even sharing our journey on national platforms. We therefore seek innovative and driven GP Partners to help us continue to drive our vision, value and mission statement.

As an SHP Partner you will have the benefits of having centralised management teams to provide support to all back-office functions and specialised clinical services, as well as the ability to be part one of our three clinical teams to promote continuity of care. Our team centred approach incorporates team huddles and regular clinical meetings, as well as wider SHP quarterly protected learning time meetings. Furthermore, SHP provides a thriving and busy social calendar from Partner and team events to an annual SHP Shining Stars Awards ceremony.

Solihull is a fantastic and popular area in which to live and work, with excellent local schools, fantastic shopping and leisure facilities whilst boasting excellent connections to Birmingham, the NEC and Airport and the rest of the Midlands.

If you would like to discuss the role further or arrange an informal visit, then please contact either:
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Dr Nish Patel, GP Executive Partner for Operations and Clinical Director on nishpatel@nhs.net

We look forward to hearing from you.

With best wishes,

Dr Lou Lupoli
Chairman of SHP





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About Solihull Healthcare Partnership

Solihull Healthcare Partnership (SHP) was formed in 2019 following the merger of four strong and successful local GP Partnerships covering the areas of Shirley and Solihull. Our mission is to be the provider of choice in delivering holistic care to our neighbourhood and in doing so to provide person-centred care at the heart of our community.

Our values are:

Honest – we practice and encourage open and honest communication, acting with integrity in all we do.

Excellence- we strive to achieve the highest standards in the care we deliver and enable our team to create an environment that encourages excellence.

Accountable- we take personal and collective responsibility for our actions and the way we deliver care.

Respectful- we engage with our team, our patients, and our community with respect, providing kind and compassionate person-centred care.

Transformational- we are committed to continually improving our standards, working with the community, being responsive and adapting to the changing needs of the neighbourhood.

SHP is a single GMS practice and Primary Care Network with a growing list size of 57,000 patients and over 200 staff members. All seven sites are in proximity with our patient demographics with a diverse array of socioeconomic groups spread across Solihull and Shirley. SHP also provides other community services including care in extra care living facilities, residential homes, nursing homes and intermediate step-down facilities through a dedicated care home team. We also provide a central Acute Care team to provide urgent same day care for our patients through a centralised team delivered through our GP's, Allied Healthcare Professionals and Care Navigation team.

SHP delivers enhanced and direct services such as minor surgery, women's health and contraceptive services, travel clinics and work collaboratively with place based clinical pathways through our locality hub services, some of which are located at our Monkspath Hub. We are a high performing organisation and pride ourselves on providing excellent quality care to our patients, as evidenced by our 'Good' rating in our latest CQC inspection in 2022.

We use the EMIS Web Clinical system and are currently harnessing digital transformation process, embracing digital consultation tools such as eConsult, workflow and other administration functions. We enjoy an excellent relationship with our PPG group consisting of over 270 members who are actively involved in collaborating with SHP and facilitating health campaigns and community events, whilst providing essential patient feedback to help us shape our services within SHP.

SHP is a teaching practice and hosts medical students from the prestigious Warwick and Aston medical schools in addition to Foundation Year 2 doctors, GP Trainees, foundation year pharmacists and nursing associates. We pride ourselves on clinical excellence and have several colleagues with





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specialist interests in Diabetes, Dermatology, Minor Surgery, Respiratory, Rheumatology, Cancer Care and Women's Health.

We are research active and have recently been accredited by NIHR. Our patients are involved in research trials and studies, which are being delivered by a dedicated Research GP and Nurse Team.

Alongside this, Dr Lou Lupoli is Associate Medical Director and Vice Chairman at Badger Ltd and Treasurer at Solihull LMC, Dr Bilal Patel is a Board Director and Finance Lead at Solihealth Ltd, Dr Natasha Behl is the Clinical Lead for Workforce and First5 GP's at BSOL ICS and Dr Nish Patel is Solihull's Locality Lead within BSOL ICS.

We are tremendously proud of the influence these roles provide us in shaping care for our neighbourhood and Solihull locality.





Job Description: **GP Partner**

Job Title: **GP Partner**

Clinical commitments: A minimum of 4 clinical sessions to a maximum of 8 clinical sessions

Reporting to: SHP Partners

Job Summary and Scope

An SHP GP Partner is pivotal in not only providing excellent medical care and clinical services to the practice population, but also facilitating the achievement of SHP strategic goals towards our vision, values and mission statement. This will include, but is not limited to, leadership, involvement in the development of all aspects of service related to patient services, complying with the practice's contract types (for example GMS/PMS/APMS), education and training delivery, and involved in developing and promoting robust governance processes to maintain high standards of patient services and care. Furthermore, the SHP Partner is expected to keep abreast of strategic plans nationally, within the locality and neighbourhood for the delivery of primary care services to help facilitate dynamic changes within the organisation to help achieve them. The SHP Partner will also be instrumental in being involved and contributing in various work streams to help support the SHP board and senior management team in domains of performance, quality, operations, finances, estates and human resources, and organisational development to ensure business sustainability, growth and development.

Key responsibilities – Clinical

Caring for patients

- Practise evidence-based medicine, in line with national and locally agreed guidelines
- Conduct patient consultations during the practice's clinical appointment hours
- Undertake duty and out-of-hours consultations as required on a rota basis
- Triage patients presenting to the practice in person and by telephone
- Conduct telephone consultations, digital consultations and home visits as appropriate
- Check and sign repeat prescription requests
- Check, manage and process patient test results
- Prescribe in line with local and national guidelines
- Refer patients to secondary/urgent care and additional interventions as appropriate
- Manage long-term conditions and patients with complex problems
- Promote healthy living strategies and give health and wellbeing advice, generally encouraging patients to follow a healthy lifestyle
- Carry out patient testing and screening as required
- Make autonomous clinical decisions relating to patients' health needs
- Develop and implement practice guidelines, policies and procedures

Communication with patients





Use communication that is appropriate to the situation, including communicating sensitively with patients and carers when delivering bad news

Establish appropriate communication methods to suit patients' and carers' level of understanding, cultural/language needs, and preferred communication method

Anticipate and overcome barriers to communication, and seek support from other staff members where necessary

Use appropriate communication skills and style to make patients aware of risk, to obtain consent where necessary, and to ensure patients comply with treatment

Delivering high-quality services

Provide services to the practice's patient population, to the highest possible standard, in line with competencies and professional code of conduct

Monitor and maintain the standard of care provided, taking appropriate action if standards are not met, through self- and peer-review, benchmarking and evaluation

Lead and undertake clinical governance and clinical audit activities to ensure the continual improvement of service delivery

Lead and participate in reviewing and responding to complaints, significant events and other sharing activities within a structured framework

Support and mentor staff in training to ensure they deliver the highest standards of care

Support the performance of team members and collaborate in improving the quality of healthcare and service provision, in line with local and national policy and strategy

Work within the practice's legal framework for identifying vulnerable patients and apply policies relating to treatment of vulnerable patients

Key responsibilities – Non-clinical

Management and leadership

Manage workload, staff availability and cover, in collaboration with fellow partners

Make, implement and adhere to decisions, in collaboration with fellow partners, including following agreed processes to raise concerns

Develop and nurture professional and collaborative working relationships with all staff and external stakeholders

Ensure the practice and all staff follow best practice, as set out in clinical guidelines and identify through audits

Lead on clinical and practice management, including delegating responsibility as appropriate

Develop and maintain systems to ensure the efficient running of the practice such as those to manage staff training, performance, clinical governance, IT, complaints, equality and diversity

Practice-related duties

Process medical reports, referrals and correspondence

Record and collect data for audit purposes

Make timely, clear, computer-based records of consultations and contact with patients Maintain administrative records relating to the practice contract, enhanced services and QOF Contribute to providing a supportive environment for other staff through informal catch-ups and contact

Attend and contribute to in-house meetings, including clinical, educational/training-related and administrative meetings



Attend meetings and events held by external agencies and stakeholders
Contribute to teaching and training clinical staff as appropriate

Personal and professional development of self and others

Comply with the GMC Code of Conduct Prepare for and complete annual external appraisals

Prepare for and complete revalidation process

Act as a mentor and positive role model to all members of staff, both clinical and non-clinical, sharing information and good practice

Prioritise own workload and collaborate with others to delegate and prioritise team and practice workload

Undertake training as required to ensure competencies for delivering all responsibilities, to meet personal, statutory and practice education and learning needs, including keeping records of learning, reflection, complaints and feedback

Keep up to date with current evidence-based approaches to patient care and service delivery, in line with NICE and the National Service Framework Lead and contribute to education activities, such as reviewing significant events, clinical audit, protected learning time, video analysis of consultations, etc.

Contribute to education and training of trainee clinical staff and students

Other important aspects of the role

Maintaining confidentiality

Equality and Diversity

Person Specification

	Essential	Desirable
Qualifications		
Qualified GP	X	
MRCGP	X	
GP CCT (Certificate of Completed Training)	X	
Eligibility		
Full GMC Registration	X	
National Performers List Registration	X	
Eligibility to Practice in the UK Independently	X	
Experience		
Experience of working in a primary care environment	X	
Experience of Continued Professional Development	X	
Experience of QOF and clinical audit	X	
Minimum of 3 years general practice experience		X
General Understanding of the GMS contract	X	



Experience of ICB initiatives	X	
Experience of medicines management	X	
Clinical Knowledge and Skills		
Outstanding clinical knowledge and skills commensurate with an experienced GP	X	
Skills		
Excellent communication skills (written and oral)	X	
Strong IT skills	X	
Clear polite telephone manner	X	
Flexible and cooperative	X	
Motivated forward thinker	X	
High level of integrity and loyalty	X	
Sensitive and empathetic to distressing situations	X	
Ability to work as a team player and autonomously	X	
Effective time management	X	
Excellent interpersonal skills	X	
Problem solving and analytical skills	X	
Experience with clinical risk management	X	
Experience with audit and quality improvement programmes	X	
Experience with clinical risk management	X	
Experience to follow clinical process and procedures	X	
Personal Qualities		
Polite and confident	X	
Flexible and cooperative	X	
Ability to work under pressure	X	
Problem solver with the ability to process and interpret information	X	
High levels of integrity and loyalty	X	
Effectively able to understand the needs of the patient, staff and colleagues	X	
Other requirements		
DBS	X	
Care Home experience		X
GP trainer		X
Experience in understanding principles of operating an organisation/business		X



Experience in understanding frameworks of quality, performance workforce, finance, operations within primary care		X
Have/had leadership roles within commissioning/ICB's		X
PCN Experience		X
Experience and an understanding of new models of delivering primary care		X

Application Process

All applications MUST be submitted electronically to shp.hr@nhs.net by Friday 31st May 2024.

Please include a covering letter explaining your reasons for applying and your Curriculum Vitae. All applications will be acknowledged.

If you would like to arrange an informal visit or to discuss the role then please contact either:
Dr Natasha Behl, GP Executive Partner for Workforce/OD on natasha.behl1@nhs.net or
Dr Nish Patel, GP Executive Partner for Operations and Clinical Director on nishpatel@nhs.net

Selection Process

Candidates will be short-listed and invited to a two-stage interview process from the week commencing 10th June 2024.

The first stage will involve an interview with SHP Board Partners, whilst the second stage will involve delivering a short presentation with the remaining SHP Partners present.

We hope that the successful candidate will be able to start with us by November 2024 or sooner if possible.

Thank you and good luck.