UNIVERSITY OF OXFORD

Medical Sciences Division

Department of Primary Health Care

Further Particulars for the post of Clinical Reader in Evidence Based Medicine and Honorary NHS General Practitioner in association with Kellogg College

The Medical Sciences Division

The Department of Primary Health care is located within the Medical Sciences Division, which includes the clinical and preclinical departments of the Medical School, plus Experimental Psychology and Biochemistry (see http://www.medsci.ox.ac.uk/). The division is one of the major centres for clinical and basic biomedical research in Europe. It comprises over 2200 academics and staff, 800 graduate students and 900 undergraduates; approximately 350 NHS Clinicians and GPs contribute to our teaching activities. In total over 2500 individuals are involved in research.

Medical sciences research at Oxford has maintained its pre-eminent standing, as demonstrated by the results of the 2008 Research Assessment Exercise (RAE). Analysis of the preliminary results published in December 2008 places Oxford medical sciences research as being of the highest quality in the UK in four separate medical science disciplines.

The Times Higher Education has analysed the original data provided by HEFCE and has published a league-table style analysis that ranks the quality of the research submitted to each Unit of Assessment (UoA). In this analysis, Oxford is ranked highest in the UoAs of Cardiovascular Medicine, Infection & Immunity, Primary Care & Other Community Based Clinical Subjects, and Pre-clinical & Human Biological Sciences. Oxford achieved second place ranking in: Psychology, Biochemistry and Other Laboratory Based Clinical Subjects.

An on-going capital programme of approximately £106 million is funding a series of prestigious buildings and research centres. A detailed review of our programmes and themes can be found on the research pages of the divisional website.

In teaching, we have received high marks in Quality Assurance Agency (QAA) Academic Reviews - most recently receiving a top score for our Clinical and Experimental Psychology courses. We have first place in The Guardian Education's University Guide 2008 tables for our courses in Physiology, in Medicine and in Psychology.

The Division fosters the highest possible standards in research, teaching and patient care and seeks to recruit staff that share this vision. We aim to sustain a high standard both in teaching and research and further the development of students by providing an environment in which basic and clinical research are actively pursued at the highest level.

The medical course is suited to students with a strong interest in, and aptitude for biomedical science, and all students obtain an honours degree after 3 years. Medical education is changing and teaching methods in Oxford are adapting to face new challenges including those posed by a larger medical school (170 clinical students since 2005) and a shift of teaching from central Oxford hospitals to the community and the surrounding District General Hospitals.
Outline of the post

The University intends to appoint a Clinical Reader in Evidence Based Medicine with effect from 1st October 2010 or as soon as possible thereafter. The appointee must be medically qualified and accredited to work as a general practitioner in the UK.

The post is associated with Kellogg College and further details with regards to the college are given below.

For an informal discussion please contact Professor David Mant, Head of Department on: (01865) 289288, or at: david.mant@dphpc.ox.ac.uk All enquiries will be treated in the strictest confidence and will not form part of the selection process.

The Department of Primary Health Care

The Department of Primary Health Care (http://www.primarycare.ox.ac.uk) has about 70 core academic and research staff and an annual turnover of around £8 million. It is based in the Rosemary Rue and Richards Buildings on the Old Road Campus although the plan is to move to the Radcliffe Observatory Quarter in 2011. It has 8 established academic posts – one Professor, two Readers and 5 University Lecturers (4 part-time clinical and one full-time non-clinical); one Reader and one Lecturer hold personal chairs. It submitted 14 staff to the 2008 RAE.

The undergraduate teaching takes place in all years of the Medical Sciences course including an intensive 6 week block of general practice in year 5. Most of this teaching is done in the community by around 150 GP Tutors. The Department also leads the thread undergraduate courses in Communication Skills and in Evidence-Based Medicine. The only taught postgraduate degree course offered is the MSc in Evidence-Based Health Care. This is provided jointly with the Department of Continuing Education.

The Department is now the leading primary care research group in the UK – 80% of our research outputs were rated international or world-class in the 2008 RAE. Our research focuses on providing the evidence-base to underpin primary care practice, particularly the prevention and care of cancer, vascular disease (heart disease, diabetes and stroke), infection and diseases of childhood. We have four research groups which work across these disease-specific themes – MaDOx (monitoring and diagnosis), the Health Experiences Research Group, the Emerging Technologies Research Group and the Cochrane Tobacco Addiction Group. The NIHR accredited Primary Care Clinical Trials Unit (PCCTU) provides specific support and expertise in the conduct of community based clinical trials to all Departmental research staff (and their external collaborators).

The Department of Primary Health Care is part of the Medical Sciences Division, details of which may be found at: http://www.medsci.ox.ac.uk/.

Ethos

The Department aims to undertake clinical research and provide teaching to improve the quality of provision of health care, particularly health care provided in the community. It seeks to recruit staff who share this objective and wish to pursue it in a mutually supportive and caring environment. We strongly believe in the pursuit of excellence but we also believe that this is best achieved if our staff enjoy their work and the fellowship it provides.

Academic staff

The full-time senior clinical academic staff are: the new Head of Department (not yet in post); Tim Lancaster (Clinical Reader in General Practice), Andrew Farmer (University Lecturer in General Practice), Andrew Neil (Professor of Clinical Epidemiology), Jeff Aronson (Professor
of Clinical Pharmacology), and Amanda Burls (Director of the MSc in Evidence Based Practice). In addition there are three part-time University Lecturers in General Practice (Drs Anthony Harnden, Peter Rose, and Ann McPherson), one Emeritus Fellow in Infectious Disease Epidemiology (Richard Mayon-White), and one Emeritus Professor of General Practice (David Mant). Professor Paul Glasziou and Dr Matthew Thompson hold part-time posts held in conjunction with posts overseas.

The only non-clinical established post is the University Lectureship in Medical Statistics (Rafael Perera). The other senior non-clinical research staff do not hold established University posts although Sue Ziebland (sociology), Clare Bankhead (epidemiology) and Lindsay Stead (epidemiology) hold University Research Lectureships.

At the present time Tim Lancaster is co-opted as Director of Clinical Studies for the Medical School and Michael Moher (teaching coordinator) is leading the undergraduate teaching in general practice. The Director of Postgraduate Studies is Alison Ward.

The Department also plays an important research training role with 5 Clinical Lecturers, 8 Clinical Academic Fellows, and a variable number of individuals undertaking Training Fellowships (clinical and non-clinical) at any one time. Most of the Training Fellows are undertaking DPhils; usually one or two are Rhodes Fellows.

Strong administrative support (including finance, grant management and personnel) is provided by a core team of eight staff (6.8 full-time equivalent) led by the Senior Administrator, Mrs Anne Pope. This team supports the Department of Public Health as well as Primary Health Care. Site services (reception, portering, mail services, catering, light maintenance) are provided by a separate team which also supports some other groups on Old Road Campus, but is also responsible to Mrs Anne Pope.

The Oxford Collegiate system

There are 38 self-governing and independent colleges at Oxford, giving both academic staff and students the benefits of belonging to a small, interdisciplinary community as well as to a large, internationally-renowned institution. The collegiate system fosters a strong sense of community, bringing together leading academics and students across subjects, and from different cultures and countries.

Official Fellowship at Kellogg College

The Clinical Readership is associated with a Governing Body Fellowship at Kellogg College (http://www.kellogg.ox.ac.uk). Kellogg was established as a graduate college with the aim of supporting the lifelong learning work of the University and the expansion of opportunities for the continuing education and professional development of mature and non-traditional students. The College is the principal base for part-time students in the University, but also admits full-time students. The College came into being on 1 March 1990 (as Rewley House) and was named in honour of Mr W K Kellogg on the 1 October 1994, in recognition of the generous support given by the W K Kellogg Foundation to the University over the preceding decades. The College has close connections with the University Department for Continuing Education, the Department of Education and other departments active in areas of professional and part-time study.

Kellogg College is situated on Banbury Road, just north of the city centre. Kellogg is one of Oxford’s largest and most international graduate colleges. It is a vibrant, lively and supportive intellectual community with a diverse student body, committed to academic excellence and flexible learning. One of the friendliest and most inclusive of the Oxford colleges, you will always be made to feel welcome at Kellogg.
Duties of the post
The Clinical Reader will be a member of both the University and the college community. He or she will be part of a lively and intellectually stimulating research community which performs to the highest international levels in research and publications and will have access to the excellent research facilities which Oxford offers.

Duties will include:
Teaching: The appointee will lead the EBM thread in the undergraduate medical course and will be responsible for both developing the curriculum and organising the teaching. At present, the main EBM teaching input is in years 3 and 4, but in 2010 it will also include statistics teaching in year 1. The year 3 teaching involves a series of 9 linked lectures and tutorials. In year 4, there is a 2-day EBM course delivered twice (each time to half the students) in successive weeks; graduate entry students receive 4 separate 2hr teaching sessions. The appointee will also be expected to support postgraduate teaching in EBM, including the EBHC MSc, and to supervise graduate students.

Research: The main responsibility of the appointee will be to undertake clinical research consistent with the Department’s commitment to academic excellence and its position as one of the leading research departments internationally. This will involve gaining substantial research programme funding and contributing substantially to sustaining the environment of academic excellence within the Department. We therefore expect the appointee will have a strong track-record of publication in high-impact journals. We also expect the appointee to have substantial experience of collaborative research, involving other centres of excellence both in the UK and overseas. It is important that the appointee is enthusiastic about exploiting the opportunity to collaborate with other Departments within the Medical Sciences Division.

Clinical Duties: The appointee will be expected to take up a service post as a general practitioner in a local practice on a non-stipendiary basis for up to 3 clinical sessions each week.

Examining: The EBM course is not formally examined; the appointee will expected to support the Head of Department in examining when requested to do so, but this is unlikely to be a major commitment.

Other Duties: The appointee will be expected to take on the Directorship of the Centre for EBM within the Department. The Centre currently runs four 1-5 day international workshops in EBM each year on a regular basis as well as additional ad-hoc courses (e.g. this year a joint workshop with the BMJ).

Administration: The appointee will be expected to support the Head of Department in his or her administrative duties and to share responsibility for the financial stability and general management of the Department.

Accountability: The appointee will be accountable to the Head of Department of Primary Health Care.

Selection criteria
Applications will be judged only against the criteria which are set out below. Applicants should make sure that their application shows very clearly how they believe that their skills and experience meet the criteria below.
REQUIREMENTS

The post-holder must be able to demonstrate:

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<tr>
<th>ESSENTIAL OR DESIRABLE</th>
<th>ASSESSED BY:</th>
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<tr>
<td><strong>Track record of interest and involvement in EBM</strong></td>
<td>Essential</td>
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<td><strong>Evidence of ability to teach EBM and obtain good participant feedback</strong></td>
<td>Essential</td>
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<td><strong>Evidence of high-level ability in the scientific basis of EBM</strong></td>
<td>Essential</td>
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<td><strong>Strong track-record of publication in high-impact journals</strong></td>
<td>Essential</td>
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<td><strong>Record of obtaining external grant income</strong></td>
<td>Essential</td>
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<td><strong>Proven interpersonal and organisational skills and ability to work as part of an inter-disciplinary research team</strong></td>
<td>Essential</td>
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<td><strong>Eligibility to work as a registered medical practitioner in the UK (i.e. on the Specialist Register of the GMC as a General Practitioner)</strong></td>
<td>Essential</td>
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Data Protection Act 1998

All data supplied by applicants will be used only for the purposes of determining their suitability for the post and will be held in accordance with the principles of the Data Protection Act 1998 and the University's Data Protection Policy.

Terms and conditions

1. Applications for this post will considered by a selection committee containing representatives from both the Medical Sciences Division and Kellogg College. The selection committee is responsible for conducting all aspects of the recruitment and selection process; it does not however, have the authority to make the final decision as to who should be appointed. The final decision will be made by the Medical Sciences Divisional board and the Governing Body of Kellogg College on the basis of a recommendation made by the selection committee. No offer of appointment will valid, therefore, until and unless a recommendation has been approved by both the divisional board and the governing body, and a formal contractual offer has been made.

2. The successful candidate will be appointed to the new NHS Consultant Scale, according to experience and years of seniority. The current salary scale is £74,504 – £100,446 per annum (Oxford University Grade A82). There is also an annual ‘cost-of-living’ salary review. NHS Trusts will not allow honorary contract holders to commence clinical contact with patients unless documentary evidence is produced of Hepatitis B status, BCG vaccination/TB immunity, and Rubella immunity. The successful candidate will therefore be required to produce such documentary evidence. Candidates should also note that the
appointment will be subject to satisfactory completion of a University Occupational Health registration form (giving personal details, a limited medical history, professional exposures and vaccine information) and an NHS pre-employment assessment form.

3. The Clinical Reader will have the option of becoming or remaining a member of the Universities Superannuation Scheme (USS) or of remaining a member of the National Health Service superannuation scheme.

4. Additional remuneration is currently paid to those undertaking examining and graduate supervision.

5. Upon completion of an initial period of appointment (which is normally five years), a Clinical Reader is eligible for reappointment until retiring age, subject to the provisions of the Statutes and Regulations of the University. Evidence of teaching competence and of substantial progress in securing significant research funding are prerequisites for reappointment to the retiring age.

6. The University’s normal retirement date for Clinical Readers is 30 September immediately preceding the 66th birthday, except that, if the successful candidate can establish vested rights, as defined in the University’s statutes (details available on request), in retirement at age 67 or later, then the date of retirement will not normally be later than the 30 September immediately preceding the 68th birthday.

7. All appointments are subject to the relevant provisions of the Statutes and Regulations of the University in force from time to time, as published from time to time in the University Gazette.

8. All Clinical Readers, with other members of the academic staff and certain senior academic-related staff, are normally members of Congregation, which is the University’s ultimate governing body. Congregation’s approval is required for all university statutes or amendments to statutes, and for major policy decisions, and the members of Congregation constitute the electorate for ten of the members of the main executive body (the Council of the University) and for members of a number of other university committees. Twenty or more members of Congregation may initiate the discussion by Congregation of matters of university policy, and any two members may ask questions about the policy or administration of the University. The person appointed to this post will receive fuller details soon after she or he takes up the appointment.

9. The holder of this post is eligible to apply for sabbatical leave. In general, one term of sabbatical leave is available for each six terms of qualifying service: qualifying service is built up on a ‘rolling’ basis, so that leave which is not taken is not lost (although qualifying service does not accrue beyond the maximum of 18 terms). Further details are available on request.

10. The University encourages links with industry and other outside bodies. Although the holding of outside appointments such as consultancies must be approved by the head of department, no limit as such is set on the amount of money individuals may receive in this way. The criterion is the amount of time such appointments take up: a maximum of 30 days per annum may be spent on such activities before any deduction in stipend is considered.

11. The Statutes and Regulations of the University record the extent of the University’s claims to intellectual property, and the proportions in which exploitation revenues are shared with researchers. Copies of the relevant extracts are available on request.
12. It is a condition of the appointment that the post-holder will be subject to the appraisal process jointly agreed with the NHS Trust that holds, or is the lead holder, of the honorary contract.

13. The University has generous maternity leave arrangements. Provided that they have at least 26 weeks’ service with the University at the fifteenth week before the expected week of childbirth, women may take up to 26 weeks’ leave on full pay, plus 13 weeks SMP, plus a further 13 weeks unpaid leave. Arrangements are available to enable a phased return to full duties; for women to return to work on a part-time basis after the birth of their child; and for paternity leave. Requests for flexible working arrangements will be considered.

14. The University has three subsidised nurseries and also subsidises places at some local nurseries, although at present there is a waiting list. There is also a salary sacrifice scheme whereby parents with children at university nurseries are able to save on income tax and national insurance contributions, and a virtual voucher scheme for parents with children not at university nurseries whereby a saving is made on national insurance contributions. There is also a holiday play scheme for school-age children. Further information may be obtained from the childcare website (http://www.admin.ox.ac.uk/eop/child/) or by e-mailing childcare@admin.ox.ac.uk, or writing to the Diversity and Equal Opportunities Unit, University of Oxford, University Offices, Wellington Square, Oxford OX1 2JD.

15. Equality of opportunity: The policy and practice of the University of Oxford require that all staff are offered equal opportunities within employment. Entry into employment with the University and progression within employment will be determined only by personal merit and the application of criteria that are related to the duties of each particular post and the relevant salary structure. In all cases, ability to perform the job will be the primary consideration. Subject to statutory provisions, no applicant or member of staff will be treated less favourably than another because of his or her gender, marital or civil partnership status, sexual orientation, religion or belief, racial group, age or disability.

Where suitably qualified individuals are available, selection committees will contain at least one member of each sex.

16. All data supplied by applicants will be used only for the purposes of determining their suitability for the post and will be held in accordance with the principles of the Data Protection Act 1998 and the University’s Data Protection Policy.

17. All reasonable interview expenses will be reimbursed. The appointment will be subject to satisfactory completion of a medical questionnaire and the provision of proof of the right to work in the UK.

18. Removal expenses and travelling expenses in connection with the move to Oxford of the successful candidate are generally paid in full in appropriate cases. Professional expenses of up to £6,500 also are available where appropriate to cover solicitors’ and other costs in connection with a move. Further details are available on request.

19. The Immigration, Asylum and Nationality Act 2006 makes it a criminal offence for employers to employ someone who is not entitled to work in the UK. We therefore ask applicants to provide proof of their right to work in the UK before employment can commence.

Applicants who would need a work visa if appointed to the post are asked to note that under the UK’s new points-based migration system they will need to demonstrate that they have sufficient points, and in particular that:
(i) they have sufficient English language skills (evidenced by having passed a test in basic English, or coming from a majority English-speaking country, or having taken a degree taught in English)

and

(ii) that they have sufficient funds to maintain themselves and any dependants until they receive their first salary payment.

Further information is available at: http://www.ukba.homeoffice.gov.uk/workingintheuk/tier2/generalarrangements/eligibility/.

How to apply
A letter of application, accompanied by a curriculum vitae, a list of principal publications, and the names of two referees should be sent electronically to Clare Wickings, Personnel Officer for the Department of Primary Health Care: personnel@dphpc.ox.ac.uk. There is no application form.

The closing time and date is 12.00pm, Monday 9 August 2010. It is anticipated that interviews will be held in September 2010.

The University will assume that it is free to approach referees at any stage unless the candidate’s application stipulates otherwise. Candidates who wish a referee or referees to be approached only with their specific permission and/or if they are being called for interview on the final shortlist or are in receipt of a conditional offer are asked to state such requirements specifically alongside the details of the relevant referee(s).

Any offer of employment will be subject to the satisfactory completion of a medical questionnaire.