UNIVERSITY OF OXFORD

NIHR Integrated Academic Training Path

Further particulars for the post of
NIHR Academic Clinical Lecturer in General Practice

(4 years Fixed Term)

The University of Oxford is able to offer a number of Academic Clinical Lectureships annually to suitably qualified applicants. These posts have been awarded by the NIHR to University/Deanery/NHS Trust partnerships nationally through competition. They form part of the NIHR Integrated Training Pathway, further details of which can be found on the NIHR TCC website http://www.nihrtcc.nhs.uk/. One post in General Practice is available in 2011/2012.

The University of Oxford

The University of Oxford is a complex and stimulating organisation which enjoys an international reputation as a world-class centre of excellence in research and teaching. It employs over 10,000 academic, research and support staff across a wide range of academic disciplines.

The Medical Sciences Division, within which the Academic Clinical Lecturerships are located, includes the clinical and preclinical departments of the Medical School, plus the departments of Experimental Psychology and of Biochemistry (see http://www.medsci.ox.ac.uk/). The Division is one of the major centres for clinical and basic biomedical research in Europe, with more than 2,200 staff on the payroll and 800 postgraduate students. It achieved first or second place nationally in seven units of assessment in the 2008 HEFCE Research Assessment Exercise. The annual grant income from external sources for the Medical Sciences Division is over £165 million. The Division fosters the highest possible standards in research, teaching and patient care and seeks to recruit staff who share this vision.

The Academic Clinical Lecturer programme

The NIHR Academic Clinical Lectureship is the final phase of the Integrated Academic Training Pathway. The post is designed to allow time to complete a period of post-doctoral research to enable progress towards an independent academic career whilst completing clinical training. Applicants for these posts will be Specialist Trainees who have completed or have submitted for a higher degree (PhD / DPhil / MD). Oxford has a successful clinical academic programme delivered by Oxford University Clinical Academic Graduate School in which all joint clinical/academic trainees take part. For further information see http://www.oucags.ox.ac.uk

Over the four years postholders, in discussion with the training committees and academic supervisors, will be able to undertake clinical duties in order to complete their clinical training. Postholders will be expected to spend 50% of their time (averaged over four years) on clinical duties and 50% on post-doctoral research. The appointment will be for a fixed term of four years. However, the appointment will end after four years or six months after completion of CCT, whichever is earlier.

Applications are particularly welcome from women and black minority ethnic candidates, who are under-represented in academic posts in Oxford.
Academic Clinical Lecturer in General Practice, Department of Primary Care Health Sciences

The Academic Clinical Lecturer (ACL) in General Practice differs from hospital-based ACL posts in that: a) applicants must have completed specialist training in general practice and b) GP-ACLs are part-time (50%) academic posts with a requirement that the appointee also takes up a 50% clinical post in general practice. Appointees have the choice of finding their own practice for this 50% post (most of our current CLs have done this as earnings are higher) or to opt for a full-time University appointment. In the latter case, the Department of Primary Care Health Sciences will seek NHS funding from the Primary Care Trust and help the appointee find a clinical appointment in a local practice.

The University of Oxford Department of Primary Care Health Sciences is the top-rated general practice research department in the UK. Appointees will be offered the opportunity to join any of the five research groups in the Department and will be mentored by the clinical lead of that group. The Department has an active academic programme and offers a range of research support services (e.g. database management, protocol design, statistics). It has high-level methodological skills in diagnosis, monitoring and clinical epidemiology and strong collaborative links with other Departments (particularly in infection/immunity, paediatrics, diabetes, clinical neurology and medical engineering). The Department also has collaborative links in other countries and there are opportunities for undertaking research overseas. For more information contact Dawn Fraser (dawn.fraser@phc.ox.ac.uk; telephone 01865 289288) or Dr Carl Heneghan (carl.heneghan@phc.ox.ac.uk)

Duties of the post:
The core of the programme is a 4 year period with 50% allocated to clinical practice and 50% to research, although these will be averaged over the 4 years allowing periods of full time research and periods of full time clinical work.

Clinical
• 50% post in general practice

Research
• to engage in advanced study or research
• to contribute through research activity, publication and securing external funding to maintaining the overall standard of a top rated department

Teaching
• to teach through university lectures, seminars and practical classes as required
• to supervise graduate students
• to engage in university examining
• the teaching and supervision of undergraduates and graduates should be undertaken as required and maintained at a standard sufficient to satisfy the Director of Graduate Studies and the Head of Department of Primary Care Health Sciences, under the jurisdiction of the Medical Sciences Board. Accordingly all aspects of the Lecturer’s contributions to teaching, supervision and examining should fully satisfy the relevant external review bodies such as the GMC and QAA.
Management and Administration

- to co-operate in the administrative work of the department in both term and vacation under the direction of the Head of Department, and to collaborate in the Department’s research programme
- to undertake such other duties as may from time to time be determined by the Head of Department

**Selection Criteria**

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<tr>
<th>Essential</th>
<th>Desirable</th>
<th>How evaluated</th>
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<td><strong>Eligibility</strong></td>
<td>Medically qualified. Completed specialist training in general practice although exceptional candidates who are nearing the end of their vocational training may be considered. a) At application, to hold or have submitted for a Higher Degree (PhD/MD/DPhil). b) At the time of starting the post (if appointed), the applicant must have completed the Higher Degree. See notes below* Not held an NIHR ACL post previously.</td>
<td>Evidence of commitment to the relevant specialty Intercalated honours degree and/or additional qualifications e.g. an MSc Evidence of commitment to undergraduate and post graduate teaching</td>
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<td><strong>Knowledge &amp; achievements</strong></td>
<td>Demonstration of the potential for scientific independence and the ability to lead a research team Publications in peer-reviewed journals</td>
<td>Knowledge of why Oxford is the best place to support the specific research, education and training needs. Prizes or distinctions Presentation of work at a national or international meeting Possession of external grant support or applications in progress</td>
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<td><strong>Educational &amp; personal aspects</strong></td>
<td>Evidence of understanding and commitment to an academic career Ability to provide a cogent explanation of medium and long-term career goals Ability to show educational reasons for applying for NIHR ACL Programme</td>
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<td><strong>Professional skills</strong></td>
<td>Evidence of team working skills</td>
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<td>Evidence of potential to become a leader in chosen field</td>
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<td>Demonstrable high-level skills in oral and written scientific and clinical communication</td>
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*Notes on Postgraduate Qualification:*

The NIHR Academic Clinical Lectureship phase is aimed at doctors that already hold a PhD/MD/DPhil (or equivalent) and who already have specialty training experience. It provides opportunities for post-higher degree research and facilitates applications for further research funding for doctors working towards completion of specialty training.

The NIHR allows potential NIHR Academic Clinical Lecturers to apply for the scheme before they have completed their postgraduate qualification. Under the 2011-12 scheme, a successful candidate must commence work before 31 March 2012 and, in order to take up a post, must have completed their PhD/DPhil/MD before their start date. To meet this criterion, the applicant should have been successfully examined: this means that the final examiners’ report has been signed off by their University, after approval of any minor corrections.

Successful candidates will be asked to supply a Degree Confirmation letter (or equivalent) as proof of completion, before a start date can be agreed and a contract issued.

Please see the NIHR Academic Clinical Lectureships’ Entry, Eligibility, and Exit Points from April 2011 (annexed for information).

**APPLICATIONS**

Please complete the application form attached or request one by phone on 01865 857940 or email: divoff.jobs@medsci.ox.ac.uk. Completed application forms along with a Curriculum Vitae should be sent preferably by email to divoff.jobs@medsci.ox.ac.uk or by post to Mrs Pauline Batterby, Medical Sciences Offices, Level 3, John Radcliffe Hospital, Oxford OX3 9DU, by no later than 12 noon on Friday 30 September 2011.

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) on the application form.

All reasonable interview expenses will be reimbursed on receipt of a signed travel claim and valid receipts. 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.

**Terms and Conditions**

1. The appointment will be for a fixed term of four years. There will be a formal review at the end of a probationary period of two years.

2. The salary for Academic Clinical Lecturers in General Practice will be on the scale A82, for Academic GPs (£74,504 to £100,446 per annum) based on years of seniority. 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 Academic Clinical Lecturer 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 Pension Scheme.

4. 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.

All Academic Clinical Lecturers, 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 he or she takes up the appointment.

5. 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.

6. 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.

7. The Academic Clinical Lecturer will be required to take part in the relevant NHS appraisal scheme.

8. 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, or at the fifteenth week before the expected week of childbirth have had two years’ continuous service with any employer in the past, or were at any stage entitled to the benefits of a previous employer’s paid maternity leave scheme, women may take up to 26 weeks leave on full pay plus a further 13 weeks on SMP and 13 weeks of 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.

9. The University has three subsidised nurseries and also subsidises places at some local nurseries, although at present there is a waiting list. In addition, staffs have access to a childminding network. 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 or placed with childminders through the network 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/childcare), 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.

10. Equality of opportunity: The policy and practice of the University of Oxford require that all
staff is 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 which 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.

11. Medical questionnaire and the right to work in the UK

The appointment will be subject to the satisfactory completion of a medical questionnaire and
the provision of proof of the right to work in the UK.

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 dependents until they
receive their first salary payment.

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

12. 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.

13. 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.
NIHR Clinical Lectureships:
Entry, Eligibility, and Exit Points from April 2011

INTRODUCTION
This guidance note relates to recruitment to NIHR Clinical Lectureships (CL) starting on or after 1 April 2011. Successful applicants must be in post by 31st March 2012.

The NIHR Clinical Lectureship phase is aimed at doctors with a PhD/MD (or equivalent), who already have specialty training experience. It provides opportunities for post-higher degree research and facilitates applications for further research funding for doctors working towards completion of specialty training.

RECRUITMENT AND THE AWARD OF A NTN(A)
The award of a NTN(A) will be made to applicants who are successful in the appointments process. Since NTNs are awarded by Postgraduate Deans, the Deanery must lead the appointment process. Panels must ensure that both clinical and academic standards for appointment are met.

APPRAISAL
- There should be joint academic and clinical appraisal according to Follett principles with assessment, according to College and Deanery recommendations for Clinical Lecturers. A general overview for reviewing the progression of trainees undertaking joint clinical and academic training programmes is provided in the Gold Guide, though to aid trainees, supervisors and assessors in reviewing academic training and progress, the Academy of Medical Sciences has formulated supplementary guidelines available at: http://www.acmedsci.ac.uk/download.php?file=images/publication/Guidelin.pdf

ENTRY
- The Clinical Lecturer phase is aimed at doctors who must already hold a higher research degree (MD/PhD or equivalent).

- The 4-year duration of the NIHR Clinical Lectureship may mean that a period of dedicated clinical training is appropriate prior to application in order to allow completion of specialty training within the 4-year period. This must be taken into account by the individual and his/her training programme.

- Clinical Lectureships are designed for those that have already had a substantial period of clinical training, therefore appointments may not be made at FY2, CMT, ST1 or ST2. Clinical Lectureship posts may only be offered at ST3 or above.
• Individuals who are successful at interview must be able to take up their post before 31st March 2012.

ELIGIBILITY
• Clinical Lectureship posts are only available to medically qualified candidates.
• Open to Specialist Registrars (SpR) or Specialty Registrars (StR) who have completed a PhD/MD (or equivalent) or a MB PhD programme.
• Doctors with specialist/ty experience (as an SHO, LAT or equivalent) who meet the entry criteria for entry into specialty training and who have completed a PhD/MD (or equivalent) are also eligible.
• Candidates may apply for a Clinical Lectureship post if they have already submitted their PhD/MD thesis at the time of application. However, successful candidates may not take up their post until their PhD/MD has been fully awarded. If it will not be awarded until after the 31st March 2012 deadline, then the candidate is ineligible to apply for a 2011 Clinical Lectureship.
• Candidates that have already completed one Clinical Lectureship may not apply for another.
• Candidates with less than 1 year to CCT may be more suited to a Clinician Scientist award or other post-doctoral fellowship, rather than a Clinical Lectureship.
• Open to GPs who have completed a PhD/MD (or equivalent) and have completed their clinical training.

COMPLETION OF AN NIHR CLINICAL LECTURESHIP
• The duration of an NIHR Clinical Lectureship will be for a maximum of 4 years or until CCT is reached, whichever is the sooner. During this time the trainee combines 50% clinical specialty training with 50% academic training to complete a substantial piece of postdoctoral research.
• It is expected that a substantial number of the trainees will, where appropriate, apply for a further peer reviewed, externally-funded post-doctoral training award (such as the Clinician Scientist Award) or an award to support further training as an educationalist.
• The NIHR Clinical Lectureship phase will normally end at the Completion of Clinical Training (CCT). A 6 month period of grace will operate. Exceptionally this may be further extended by local agreement (including funding arrangement) between the Head of Medical School and local Post-graduate Dean where this is in the interest of the Clinical Lecturer. Permission must also be sought from the NIHR TCC in writing.