

## General Practitioner

### Job summary

Full/Part Time Salaried GPs - We would like to recruit 1-2 Salaried GPs for Four Elms Medical Practice based in Pengam Green, Cardiff. The successful candidate(s) will work alongside an established team of GPs and other allied health professionals. Candidates can create a job that works for both them & us, as we aim to help people fit the job around their own lives.

All forms of job share or term time working will be considered. If you would like to work with us you will find a supportive team who encourage innovative thinking, challenge the status quo and value personal development. We want to develop individuals not just GPs.

As are all practices, we are searching for an enthusiastic individual but we also want you to enjoy coming into work and to be fully engaged with us while we continue on our journey to introduce further innovation and to expand our business.

Because of our size and composition there is always something for you to get involved in. It may be cluster work or chronic conditions or mentoring, really whatever you want to do which adds value to the practice will be considered.

We are currently in discussions with external stakeholders regarding wellbeing projects for our staff and patients and seeking ways in which we can be more environmentally friendly as an organisation by becoming involved in the Greener Practice Wales initiative.

We are one of the very few GP partnerships in Wales who pay all of our staff at or above the Real Living Wage.

### Main duties of the job

In accordance with the Practice timetable, as agreed, the post-holder will make themselves available to undertake a variety of duties including surgery consultations, telephone consultations and queries, visiting patients at home, checking and signing repeat prescriptions and dealing with requests, paperwork and correspondence in a timely fashion.

Making professional, autonomous decisions in relation to presenting problems, whether self-referred or referred from other health care workers within the organisation.

### About us

Four Elms Medical Centre based in Pengam Green, with a further Branch Surgery in Cardiff Royal Infirmary; and Ringland Medical Practice based in Newport are both well-run, high-earning, innovative and sustainable practices. Our team includes GP's physiotherapists, a

mental health first contact practitioner, a team of ANPs & practice pharmacists. Travel between the Cardiff and Newport sites is not necessary for this role.

We place great importance on personal development and learning. We have an annual training programme which covers not only the compulsory and statutory training required of us but also additional courses which we feel enhance our staff's ability to complete their work to a higher standard. From the start you will be encouraged to suggest new ways of working and to highlight possible improvements. We want you to feel part of the team.

Four Elms Medical Centre, Cardiff.

Two purpose built buildings offering comfortable working conditions.  
15,800 patient list.

Ringland Medical Practice, Newport.

Health Board owned Medical Centre relocating to a purpose built Health Centre in the near future.  
8,500 patient list size.

We are an outward looking practice holding regular community MDTs facilitating support for our patients from community groups, housing associations and wider partners and we are currently conducting several quality improvement projects. As you can see we do not want to rest on our laurels and are always open to new suggestions from all of our employees on how we can work smarter.

## **Job description**

### Job responsibilities

In accordance with the Practice timetable, as agreed, the post-holder will make themselves available to undertake a variety of duties including surgery consultations, telephone consultations and queries, visiting patients at home, checking and signing repeat prescriptions and dealing with queries, paperwork and correspondence in a timely fashion.

Making professional, autonomous decisions in relation to presenting problems, whether self-referred or referred from other health care workers within the organisation.

Assessing the health care needs of patients with undifferentiated and undiagnosed problems

Screening patients for disease risk factors and early signs of illness

In consultation with patients and in line with current Practice disease management protocols, developing care plans for health

Providing counselling and health education

Admitting or discharging patients to and from the caseload and referring to other care providers as appropriate

Recording clear and contemporaneous consultation notes to agreed standards

Compiling and issuing computer-generated acute and repeat prescriptions (avoiding hand-written prescriptions whenever possible)

Prescribing in accordance with the Practice prescribing formulary (or generically) whenever this is clinically appropriate

The post-holder will be expected to cover On Call sessions as part of a rota

### **Person Specification**

Demonstrable professional development. Demonstrate initiative, working without direct supervision. Can respond to a demanding environment. Multi-site working. Full driving license.

Excellent communication skills. Competent IT skills. Understanding of the pressures faced by GPs and healthcare teams. Understanding of QIF.

An interest in training & education.

### **Qualifications**

#### Essential

Medical degree / qualifications. GMC registered. Welsh performers list inclusion.

#### Desirable

GP Trainer qualification.

### **Experience**

GP training and experience. Evidence of learning from significant clinical events.

Knowledge of EMIS Web. Willing to develop an interest in a specific disease area / chronic disease management.

Four Elms Medical Centre  
Sterling Close  
Ffordd Pengam, Pengam Green  
Cardiff  
CF24 2HB



# RMP

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*RINGLAND MEDICAL  
PRACTICE*

Employer's website

<https://fourelmsmedicalcentres.co.uk>