

## SPECIALTY REGISTRAR IN ORAL MEDICINE

### Job Description

#### APPOINTMENT

The Postgraduate Dental Dean has approved this post for training and may seek advice from the SAC in Oral Medicine as necessary. The post has the requisite educational and staffing approval for Specialty training leading to a CCST and Specialty Registration with the General Dental Council.

Applicants considering applying for this post on a Less Than full Time (flexible training) basis should initially contact the Postgraduate Dental Dean's office in Sheffield for a confidential discussion.

The appointment is for five years, renewable annually subject to satisfactory progress, leading to CCST. Accredited prior learning, which may include possession of a medical degree, may be taken into account in assessing the agreed period of training.

#### QUALIFICATIONS/EXPERIENCE REQUIRED

Applicants for Specialty training in Oral Medicine must be registered with the GDC and may also be fully registered with the GMC, fit to practice and able to demonstrate that they have the required broad-based training, experience and knowledge to enter the training programme.

Dentists would have completed at least two years of dental core training or equivalent (as demonstrated by National Certificate of Dental Core Evidence (NCDCE) and may have satisfactorily completed medical FY1 competencies if they hold a Medical Degree.

#### CONTRACTED HOURS

Standard hours: 40

#### SHEFFIELD

Sheffield is England's fourth-largest city, with a population of over half a million, with the wealth of facilities you would expect to find in a major city, yet it is compact, welcoming and accessible. It is a friendly city with a prosperous economy and relatively low cost of living, all of which makes for an excellent quality of life.

It has good rail and road links, with a typical train journey to London St Pancras taking 2 hours. Manchester Airport is also just over an hour away with an ever expanding repertoire of routes to national and international destinations.

The city of Sheffield contains an abundance of entertainment and cultural activities including award-winning theatres (the Crucible and Lyceum are world-class theatres and major regional attractions), museums and galleries, a variety of clubs and live music venues, and a range of spectator and participation sports. With a thriving cultural industries quarter and a range of city-wide events throughout the year, there is something on offer to suit everyone's taste and interests.

Sheffield also boasts two of Britain's most popular and successful Universities, which between them attract more than 38,000 students a year

Located on rolling hills and dissected by river valleys, Sheffield is one of the greenest and most wooded cities in Europe. More than a third of the city lies inside the beautiful Peak District National Park, and it is virtually surrounded by open countryside – over half the city's population live within 15 minutes of open countryside. It is also the greenest city in England, with 175 woodlands and 75 public parks. Sheffield offers a unique proposition of city culture alongside access to some of the most stunning countryside in the UK. This environment, together with the unparalleled strength of the city's climbing, running, walking and biking communities, sets Sheffield apart from anywhere else in the UK. There is also a wide range of affordable housing and excellent schools on offer.

## **ORGANISATION PROFILE**

Sheffield Teaching Hospitals NHS Foundation Trust is one of the UK's busiest and most successful NHS foundation trusts. We provide a full range of local hospital and community services for people in Sheffield, as well as specialist care for patients from further afield, including cancer, spinal cord injuries, renal and cardiothoracic services. In addition to community health services, the Trust comprises five of Yorkshire's best known teaching hospitals.

- The Royal Hallamshire Hospital
- The Northern General Hospital
- Charles Clifford Dental Hospital
- Weston Park Cancer Hospital
- Jessop Wing Maternity Hospital

We strive to promote a culture of continuous quality improvement and encourage our staff to innovate and adopt 'best practice' to deliver the highest standard of care to our patients.

The Northern General Hospital is the home of the City's Accident and Emergency department which is also now one of three adult Major Trauma Centres for the Yorkshire and Humber region. A number of specialist medical and surgical services are also located at the Northern General Hospital including cardiac, orthopaedics, burns, plastic surgery, spinal injuries and renal to name a few.

A state-of-the-art laboratories complex provides leading edge diagnostic services. The hospital also provides a wide range of specialist surgery such as orthopaedic, spinal cord, hand and kidney transplantation.

The Royal Hallamshire Hospital has a dedicated neurosciences department including an intensive care unit for patients with head injuries, neurological conditions such as stroke and for patients that have undergone neurosurgery. It also has a gastroenterology department, a large tropical medicine and infectious diseases unit as well as a specialist haematology centre and other medical and surgical services.

Sheffield Teaching Hospitals is home to the largest dental school in the region, a maternity hospital with a specialist neonatal intensive care unit and a world renowned cancer hospital. The Trust is also integrated with the City's adult NHS community services to support our work to provide care closer to home for patients and preventing admissions to hospital wherever possible.

We have a long tradition of clinical and scientific achievement, including the development of one of the UK's first Academic Health Sciences Networks.

Through our partnerships with the University of Sheffield, Sheffield Hallam University, other health and social care providers and industry we remain at the forefront of advancements in clinical services, teaching and research.

We have around 18,500 employees, making us the second biggest employer in the city. We aim to reflect the diversity of local communities and are proud of our new and existing partnerships with local people, patients, neighbouring NHS organisations, local authority and charitable bodies.

We strive to recruit and retain the best staff: the dedication and skill of our employees are what make our services successful and we continue to keep the health and wellbeing of our staff as a priority.

Our vision is to be recognised as the best provider of healthcare, clinical research and education in the UK and a strong contributor to the aspiration of Sheffield to be a vibrant and healthy city. We have begun this journey with our staff, partners and patients and we will continue to explore every aspect of our business to ensure we are doing our very best to achieve our vision.

## **PROUD VALUES**

These are the values that all staff at Sheffield Teaching Hospitals NHS Foundation Trust are expected to demonstrate in all that they do.

**P**atients First – Ensure that the people we serve are at the heart of what we do

**R**espectful – Be kind, respectful, fair and value diversity

**O**wnership – Celebrate our successes, learn continuously and ensure we improve

**U**nity – Work in partnership with others

**D**eliver – Be efficient, effective and accountable for our actions

The Trust have developed a PROUD Behaviours framework which details specific behaviours we expect to see and do not expect to see, aligned to each of the five PROUD Values.

For further details of our services and organisational structure, including our Board of Directors, and our future plans please visit [www.sth.nhs.uk/about-us](http://www.sth.nhs.uk/about-us)

## **GENERAL DIRECTORATE INFORMATION**

### **CHARLES CLIFFORD DENTAL SERVICE**

The Hospital is situated 1.25 miles from and to the west of the City Centre and forms part of the University teaching complex, which includes the Royal Hallamshire Hospital, as well as being within the University Campus.

The Charles Clifford Dental Hospital and adjacent Royal Hallamshire Hospital are equipped to a high standard with digital radiology and a computerised operating management system. Specialist equipment including dedicated surgical microscopes are available, as is cone beam CT and ultrasound services. There is also a dedicated department for paediatric dentistry. Treatment facilities in the Dental Hospital include day care facilities for MOS and sedation while further day care/inpatient general anaesthetic lists are provided in the adjacent Sheffield Children's Hospital.

The Charles Clifford is a University Dental Teaching Hospital with a recent increase in undergraduate intake to approximately 75 students each year. Within the closely affiliated School of Hygiene and Therapy there is an intake of 30 students each year. Postgraduate students are also accepted to study for a variety of higher degrees/diplomas in all subjects.

The Hospital serves a resident population of approximately 538,000 and in addition, provides specialist services for a wider area, so this figure rises to approximately 672,000 when considering patients from adjacent districts.

Specialist services are provided in the departments of Oral Medicine, Oral Microbiology, OMF Pathology, OMF Radiology, Oral Special Needs Dentistry and Oral Surgery, Restorative Dentistry, Orthodontics and Special Care Paediatric Dentistry.

## **STAFFING**

The Dental School is currently divided into seven academic units:

Dental Public Health

**Head of Unit**  
Professor Zoe Marshman

Hygiene and Therapy  
Oral Health and Development  
Oral and Maxillofacial Medicine and Surgery  
Oral and Maxillofacial Pathology  
Primary Dental Care  
Restorative Dentistry

Mrs Emma Bingham  
Professor Helen Rodd  
Mr Issam Bakri  
Dr Lynne Bingle  
Mr Adrian Jowett  
Professor Nicholas Martin

The School is managed by a Senior Management Team composed of all the Heads of Unit and the Research leads, as well as the School Directors who take responsibility for particular areas of activity with the Dean and the Directors for the School Executive who manage the School on a day-to-day basis. Further information about the structure and management of the School is available on our website at: <http://www.shef.ac.uk/dentalschool/units>

## **RESEARCH**

Our research is organised into interdisciplinary thematic groups reflecting our philosophy that progress is derived most readily from a multidisciplinary approach and that research should not be constrained by the traditional boundaries of clinical disciplines. We focus our research activity into areas of international excellence. We have two research themes including 'Mechanisms of health and disease' (encompassing oral/head and neck cancers, neuroscience, microbiology and infection and regenerative biomaterials) and 'Transforming oral health' (covering child-centred and paediatric research, person-centred and societal oral health, sustainable dentistry and education for patient benefit). Each group encompasses laboratory and/or clinical projects, addressing basic and applied questions. The groups have leaders of international standing who are responsible for co-ordinating activities and implementing strategic decisions made by the School Research Committee.

### **Research Group**

Mechanisms of health and disease  
Transforming oral health

### **Head of Group**

Professor Craig Murdoch and Dr Joey Shepherd  
Professor Sarah Baker

### **General Research Strategy**

Our overall strategy for research is:

- to build on established strengths as identified by the four research groups,
- to develop areas of research that are responsive to national and international priorities, and
- to develop collaborations with other internationally leading scientists.

Research strategy is developed by the Dental School **Research Committee** which includes the four research group leaders and is chaired by the Director of Research, who also provides input to, and feedback from, the Faculty and University Research Committees. The Postgraduate Research Tutor and the School Dean also sit on the committee and there is representation from the Sheffield Teaching Hospitals NHS Foundation Trust (STH) to ensure a co-ordinated research strategy for the Dental School and Hospital. The Research Committee is responsible for overall research strategy, for allocation of internal research funds, for overseeing selection and monitoring of postgraduate students and for disseminating information to staff.

More information regarding research in the School of Clinical Dentistry can be found at: [www.shef.ac.uk/dentalschool](http://www.shef.ac.uk/dentalschool)

### **Teaching**

A summary of our curriculum and our approach to undergraduate teaching can be seen at: [http://www.shef.ac.uk/dentalschool/prospective\\_ug/bds](http://www.shef.ac.uk/dentalschool/prospective_ug/bds)

and

[http://www.shef.ac.uk/dentalschool/prospective\\_ug/diploma](http://www.shef.ac.uk/dentalschool/prospective_ug/diploma)

Some distinctive components of the Sheffield BDS programme include integrated teaching and learning of the clinical and scientific basis of dentistry based on interdisciplinary topics, a joint oral medicine, oral surgery/oral

and maxillofacial pathology course; experience in the Dental Practice Unit (DPU) in the 4<sup>th</sup> / 5<sup>th</sup> Year and electives. In addition, we have an innovative outreach programme which involves primary care placements in General Dental Practices and Salaried Dental Services, which students attend for 20 weeks during the 4<sup>th</sup> and 5<sup>th</sup> years.

Some distinctive components of the Hygiene and Therapy Programme include substantial integration with the dental students. Hygiene and Therapy students learn clinical skills in restorative dentistry in mixed groups with dental students. In the second year, Hygiene and Therapy students also spend two days per week for approximately six months working in 'Outreach' where they will work in a dental practice or salaried service providing treatment in primary care.

## **ORAL MEDICINE**

The Oral Medicine Service in Sheffield manages the needs of a resident population of approximately 530, 000, but the Oral Medicine Service covers the needs of a wider population, so the figure rises to approximately 5.5 million when considering patients from the surrounding regions.

The speciality of Oral Medicine has its main out-patient base at the Charles Clifford Dental Hospital and has a dedicated Oral Medicine Clinic Suite. The specialty has established joint clinics with Paediatric Dentistry for the management of oral medicine conditions in children, and Dermatology for the management of mucocutaneous lesions; a further joint Behcet's clinic is held with Rheumatology, Dermatology and Ophthalmology.

The service is managed within the Directorate of Oral and Dental Services based at the Dental Hospital. Access to in-patient facilities at either the Royal Hallamshire Hospital or the Sheffield Children's Hospital is currently via Oral and Maxillofacial Surgery and Paediatric Dentistry. Sheffield Children's Hospital, which houses all specialist inpatient and A&E services for children, is situated 250 metres from the Dental Hospital.

The Unit of Oral and Maxillofacial Pathology is situated in the Dental School, which is linked to the Dental Hospital building. The diagnostic pathology service is led by Professor Ali Khurram.

## **MANAGEMENT ARRANGEMENTS**

Clinical Directorates became operational at the Royal Hallamshire Hospital on 1 April 1991 and are now well established. The Oral & Dental Services Directorate is now part of the Head & Neck Care group, which also includes Neurosciences, Ophthalmology and ENT. Clinical Directors are appointed by the Chief Executive for a three year period, subject to annual review. Ms Halla Zaitoun is currently the Clinical Director for the Charles Clifford Dental Hospital (Oral & Dental Services Directorate which includes OMFS and will include Community Dental Services). Oral Medicine is currently part of the 4Os clinical group in CCDH the clinical lead being Mr Issam Bakri (Oral Medicine, Oral Pathology, Oral Surgery, Oral Radiology).

### **Staffing Oral Medicine**

#### **Senior Clinical Staffing**

Dr Anne M Hegarty	Consultant in Oral Medicine, Honorary Senior Clinical Lecturer
Dr Sabine Jurge	Consultant in Oral Medicine, Honorary Senior Clinical Lecturer

#### **Junior Clinical Staff**

1 Academic Clinical Fellow in Oral Medicine  
1 Specialty registrar in Oral Medicine (this post)

#### **University Staff**

Professor Craig Murdoch	Professor in Oral Science
Ms K D'Apice	Research Nurse on secondment from CCDH

Joint Clinics are also held with Rheumatology, Dermatology and Paediatric Dentistry and the new appointee will be encouraged to take an interest in these areas.

## **Secretarial Staffing**

Miss Amy Joseph, Secretary

## **Related Facilities**

Office accommodation, PC access and a secretarial service which is provided from a central area are available.

Excellent library facilities are available in the University Medical and Dental Library within the Royal Hallamshire Hospital. E-library access to journals is available to departmental members. Similarly the availability of Medical Illustration facilities is good with ready access to the Dept from a nearby location. Experienced maxillofacial technical support/anaplastology production is provided by 2 technicians currently based at the Dept in Northern General Hospital. Routine Dental laboratory facilities are centralised within the building on the third floor of the Charles Clifford Dental Hospital.

## **THE ORAL MEDICINE UNIT**

The Unit of Oral Medicine is part of the Department of Oral & Maxillofacial Medicine and Surgery. The Current Head of the Academic Department Unit is Dr Simon Atkins and the NHS Clinical Lead for Oral Medicine and Surgery, Dental and Maxillofacial Radiology and Oral and Maxillofacial Pathology is Mr Issam Bakri. Ms Halla Zaitoun is presently Clinical Director for the Charles Clifford Dental Hospital.

Oral Medicine has a dedicated Oral Medicine Clinic which has five closed clinics and an additional one open bay unit, an office (with two computers out linked to the Trust network which among other features provides a central document management system for all patient data and on to the University network, thus allowing access to all aspects of education) and a nurses station on the first floor of the Hospital.

The number of Oral Medicine referrals continues to grow. The Oral Medicine unit currently holds 13 general outpatient consultant clinics per week. There are also joint clinics with Paediatric Dentistry, with Dermatology and a joint Behcet's clinic with Rheumatology and Ophthalmology. Biopsy and laser clinics are additionally held by Oral Surgery and Oral and Maxillofacial surgery. Patch testing service available through Dermatology at the Royal Hallamshire Hospital.

The majority of the clinics are teaching clinics for undergraduate students and the StR is expected to provide teaching and help with assessment. There is an opportunity to attend medical education courses. Presentation and attendance at the annual meeting of the British and Irish Society of Oral Medicine and the biannual meeting of the European Association of Oral Medicine is also encouraged.

## **INDUCTION**

The trainee will be required to attend the Trust induction programmes. The Trust provides a general overview of structure and working practices of the Trust, the department structures and facilities. Specific instruction will be given with regard to Health and Safety, Manual Handling, Aggression in the Workplace, Fire Safety and Infection Control.

## **DUTIES OF THE POST**

- To provide oral medicine diagnosis and treatment for patients to a high standard with the direction and guidance of the Consultants.
- Participation in joint dermatology/ paediatric and other clinics as directed by the Consultants.
- Involvement in any research activity within the Unit.
- Involvement in teaching undergraduate students within the Unit.
- Participation in the audit of patient services.
- Participation in Clinicopathological meetings with the Oral & Maxillofacial Pathology team.
- Involvement in the day to day management of Unit and other duties from time to time at the discretion of the Consultants.

## **APPRAISALS**

The Educational Supervisor will appraise the trainee twice yearly. The appraisal process is confidential, but there will be an agreed mechanism to feed back information from the confidential appraisal process to the Supervisory Training Committee. A formal appraisal will be carried out prior to the annual ARCP.

## **TIMETABLE (Subject to change depending on the specific needs of the trainee and the changing needs of the Department)**

The SpR will attend the following oral medicine clinics depending on stage of rotation and will rotate through the other specialised clinics on a six monthly basis

<b>Activity</b>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
AM	Biopsy clinic or Oral Medicine clinic	Oral Medicine clinic 3:4 Joint Paediatric clinic 1:4 Joint Behcet's clinic 3 monthly	Oral Medicine clinic	Oral Medicine clinic	Study
PM	Oral Medicine Clinic	Joint Dermatology/ Oral Medicine clinic 1:4 Oral Medicine clinic 3:4/Administration	Administration	Oral Medicine clinic	Study

Attachments in relevant medical specialties will be arranged at the appropriate time during the training based on trainees training needs as discussed with Educational Supervisor.

## **CLINICAL GOVERNANCE RESPONSIBILITIES**

### **Clinical audit**

The post-holder will be expected to contribute to both local and national audit when possible.

### **Continuing professional development**

The post-holder will construct a personal development plan, which will be reviewed at appraisal and on an annual basis with the chief trainer. The development plan will take account of general and Specialty requirements for professional development issued by the relevant Royal Colleges, the General Dental Council, the Chief Dental Officer and the Trust itself. The post holder will be supported by appropriate study leave allocations and financial support. Study leave must be agreed in advance with the Clinical Lead and Clinical Tutor.

### **Critical incident reporting**

The post-holder will have responsibility for ensuring that critical incidents and near misses are appropriately reported into the Trust's risk management systems.

### **Complaints handling**

The post-holder will have shared responsibility for handling patient and user complaints about the service and will work with the Trust's complaints department in ensuring timely responses for complainants.

## **MANAGEMENT TRAINING**

The trainee will attend a management course usually in the final year of the training programme, where appropriate, for Specialty Registrars.

## **HEALTH AND SAFETY**

Each Trust participating in this Training Scheme recognises its duties under the Health and Safety at Work Act 1974 to ensure, as far as it is reasonably practical, the Health and Safety and Welfare at Work of all its employees and, in addition, the business of the Trust shall be conducted so as to ensure that patients, their relatives,

contractors, voluntary workers, visitors and members of the public having access to Trust premises and the facilities are not exposed to risk to their health and safety.

All Medical and Dental Staff under contract to the Trust will be expected to comply with Unit Health and Safety policies and those specific to the Trust.

Agreements will be made for the successful candidate to receive copies of the Health and Safety policies, which are relevant to the appropriate Trust.

### **CONDITIONS OF SERVICE**

The appointment is subject to Terms and Conditions of Service of Hospital Medical and Dental Staff (England and Wales), as amended from time to time, and also such other policies and procedures as may be agreed.

The successful candidate will work in the appropriate Units as detailed in the job description. As a consequence, they are expected to be aware of local policies and procedures and take note of standing orders and financial instructions of that Authority.

### **UNFORESEEN CIRCUMSTANCES**

In accordance with the Terms and Conditions of Service of Hospital Medical and Dental Staff (England and Wales) paragraph 110, Junior Doctors shall be expected in the run of their duties, and within their contract and job description, to cover for the occasional and brief absence of colleagues, as far as is practicable.

### **SALARY**

The salary scale is in accordance with the current nationally agreed salary scale. Access to the top points of the Specialty Registrar salary scale may be withheld in cases of unsatisfactory performance.

### **MEDICAL EXAMINATION/HEALTH CLEARANCE**

This appointment is subject to medical fitness and the appointee may be required to undergo a medical examination and chest x-ray.

Potential applicants should be aware of the Department of Health and GMC/GDC requirements with regard to HIV/AIDS, Tuberculosis, Hepatitis B and Hepatitis C viruses.

The successful candidate must be immune to Hepatitis 'B' and Tuberculosis. They will be required to provide, in advance of appointment, evidence of immunity or have a local blood test (as deemed appropriate by the Occupational Health Department).

### **DBS CLEARANCE**

This appointment is subject to an enhanced Disclosure & Barring Service (DBS) clearance. Please note that all charges associated with this check will be passed on to the applicant.

### **REGISTRATION**

Full registration with the General Dental Council is compulsory.

### **ANNUAL LEAVE**

The appointee is entitled to 27 days annual leave per year plus 8 Bank Holidays pro-rata which includes the two statutory NHS days (if they have less than 2 years in the grade). Doctors who have completed a minimum of two years' service in the specialty doctor grade and/or in equivalent grades or who had an entitlement to six weeks' annual leave a year or more in their immediately previous appointments shall be entitled to annual leave at the rate of 32 days annual leave per year plus 8 Bank Holidays which includes the two statutory NHS days. This will be pro rata to the number of days worked per week.



## **STUDY LEAVE**

A practitioner appointed to the grade is entitled to continuing education, subject to the Conditions of Service. Approved study leave is paid and expenses may be covered or subsidised.

## **ACCOMMODATION**

Temporary married or single accommodation may be available. Enquiries regarding accommodation should be made to the Accommodation Department, Northern General Hospital, 0114 2714759 or Royal Hallamshire Hospital, 0114 2712182.

## **REMOVAL EXPENSES**

Sheffield Teaching Hospitals NHS Foundation Trust operate their own policy for reimbursement of relocation expenses.

You should not commit yourself to any expenditure in connection with relocation before first obtaining advice and approval from the Medical Human Resources Department, otherwise you may incur costs which you are unable to reclaim.

## **HEALTH AND SAFETY**

Sheffield Teaching Hospitals NHS Foundation Trust recognise their duties under the Health and Safety at Work Act 1974 to ensure, as far as it is reasonably practical, the Health, Safety and Welfare at Work of all its employees and, in addition, the business of the Trust shall be conducted so as to ensure that patients, their relatives, contractors, voluntary workers, visitors and members of the public having access to Trust premises and the facilities are not exposed to risk to their health and safety.

## **OTHER FACILITIES**

Sheffield is well served by public transport with bus stops nearby to the Hospital entrance. Car parking is restricted in the vicinity. Within a short walking distance is a good suburban shopping area.

## **POINTS OF CONTACT AND VISITING ARRANGEMENTS**

If candidates wish to visit the hospital, they are at liberty to make arrangements directly with: -

Ms Halla Zaitoun  
Clinical Director  
Charles Clifford Dental Hospital  
Sheffield S10 2SZ  
Tel: 0114 271 7849

Dr Anne Hegarty/Dr Sabine Jurge  
Consultants in Oral Medicine  
Charles Clifford Dental Hospital  
Sheffield S10 2SZ  
Tel: 0114 271 1780

Ms Katharine Knight  
Operations Director  
Head & Neck Care Group  
6 Claremont Crescent  
Sheffield S10 2TB  
Tel: 0114 271 2261

Mrs U Cunningham  
Nurse Director  
Head & Neck Care Group  
1 Floor  
Royal Hallamshire Hospital  
Sheffield S10 2JF  
Tel: 0114 271 3451

Mr Issam Bakri  
Clinical Lead Oral Surgery  
Charles Clifford Dental Hospital  
Sheffield S10 2SZ  
[Issam.bakri@nhs.net](mailto:Issam.bakri@nhs.net)

## **RESIDENCE**

This is a non-resident post. Appointees will be required to reside within a reasonable distance of their workplace.

## **ANNUAL LEAVE**

Specialty Registrars on the minimum, 1<sup>st</sup> or 2<sup>nd</sup> incremental points of their payscale, shall be entitled to leave at the rate of 5 weeks a year.

Specialty Registrars on the 3<sup>rd</sup> or higher incremental point on their payscale shall be entitled to leave at the rate of 6 weeks a year.

## **JUNIOR DOCTOR'S MONITORING HOURS**

From 1 December 2000 there is a contractual obligation to monitor junior doctors' 'New Deal' compliance. In accordance with Health Service Circular 2000/031 junior doctors have a contractual obligation to monitor hours on request; this will include participation in local monitoring exercises.

## **USE OF INFORMATION TECHNOLOGY**

Under the Computer Misuse Act 1990, any individual who knowingly attempts to gain unauthorised access or modifies any programmes or data held in a computer which they are unauthorised to do, is liable under the Act. If found guilty of these offences the individual may be prosecuted. The person would also be subject to disciplinary action which may result in dismissal.

Similarly in accordance with UK copyright law, any person involved in the illegal reproduction of software or who make, acquire or use unauthorised copies of computer software will be subject to disciplinary action which may lead to dismissal.

## **NOTIFICATION OF TERMINATION OF EMPLOYMENT**

Specialty Registrars are required to give a minimum of three months notice of termination of their employment.