

VACANCIES

Practice/Organisation	High Field Surgery
Full job title	Health Care Assistant
Town of vacancy	Leeds
Postcode	LS16 7RX
Closing date	11/05/2023
Contact name	Kayleigh Burton
Contact email (public domain)	Kayleigh.burton@nhs.net
Contact number	0113 2953600
Practice/organisation website	www.highfieldsurgery.com
NHS Jobs reference (if you have one)	A2775-23-0001
Job description	<p>High Field Surgery is looking for an enthusiastic, dedicated Healthcare Assistant who is passionate about delivering healthcare to service users.</p> <p>Working under the direct supervision of the Senior Practice Nurse and strictly in accordance with specific practice guidelines and protocols, the Healthcare Assistant will assist the practice clinical team in the provision and delivery of prescribed programmes of patient care. There is flexibility in the hours, shifts and terms to align with the successful applicant. You must of course be flexible to cover colleagues annual leave and sickness.</p> <p>High Field Surgery delivers care for our 8000 patients from our purpose-built premises. Our team includes 6 GPs, 4 Nurses and 2 Health Care Assistants. The successful candidate will be supported to progress and develop their role within our friendly nursing team.</p> <p>The ideal candidate will have experience working as a Health Care Assistant or Phlebotomist, full training will be provided.</p> <p>Job responsibilities:</p> <ul style="list-style-type: none"> *Assist in and perform routine tasks related to patient care as directed by senior nursing staff and GPs *Basic wound care *Removal of Sutures *New Patient Medicals/Urinalysis *ECGs *Spirometry *Venepuncture

	<ul style="list-style-type: none"> *Hypertension Management *Routine immunisations *Chaperoning and assisting patients where appropriate who are being examined by another clinician *Assisting GPs with minor surgery and coil fittings *Requesting pathology tests, for example urine culture, swabs *Following agreed clinical protocols with referral to senior nurses or GPs as appropriate *Health Checks <p>Other tasks will include:</p> <ul style="list-style-type: none"> *Clean and sterilise equipment *Maintaining and cleaning equipment used by the nurses and GPs *Maintaining GP and Nurses rooms, stocking, and rotating items as required *Maintain general tidiness and cleanliness of nurses and treatment rooms *Participation in administrative systems in the Practice *At all times there will be a need to maintain accurate records *A duty to advise senior nurses of potential problems or errors within the range of assigned tasks *Attend and participate in any Practice meetings when required. *There will be a requirement to undertake home visits *Any other delegated duties appropriate to the post
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Salaried GP / Nurse Practitioner – 4 – 6 Sessions

Due to a growing list and Maternity Leave we are looking for a Salaried GP / Partner to join our team.

We are offering 4 – 6 sessions (job share welcome)

Competitive salary with Defence Subscription

Thriving practice of approx. 9,000 patients, in new modern building with car park, comprising 3 GP Partners, 2 Salaried GPs, 2 ANPs.

One of our GP Partners is Clinical Director to the PCN; therefore, we are a very forward-thinking practice

We are a high achieving, well organised practice and use SystmOne

We have the following in house services for our patients:

1. Family planning service providers for both Implants and Coil devices
2. Minor surgery including joint injections
3. Pharmacy Team including PCN Pharmacist support
4. Social Prescribers
5. Physio First service
6. Mental Health Practitioner

If you are interested in joining our great team, please contact Joanne Woods Practice Manager, Whitehall Surgery, 1st Floor Wortley Beck Health Centre, Ring Road Leeds LS12 5SG.

Email: joanne.woods@nhs.net

Salaried GP (4 sessions) – Woodhouse Medical Practice, Leeds LS6 2SF - With the potential of a future Partnership

We are a forward thinking and growing practice, developmentally expanding our services, with modern state of the art leased premises, well managed and in keeping with the future direction of Primary Care. According to our patients and featured in the Yorkshire Evening Post we have been voted the 2nd Best practice in Leeds and are at the forefront of our developing our Primary Care Network.

We are looking to recruit a Salaried GP within a skilled multi-disciplinary team with the commitment to continuing their development and that of our Practice across our two sites in North Leeds. Our practice provides excellent health care and a wide range of clinical services to a younger than average and very diverse ever-growing list of around 10,000 patients.

The practice provides a GMS contract and is a traditional Partner led practice that is also a training site and can offer specific support and development to GPs with any level of experience including those who are newly qualified - with progression and development opportunities available.

There is a well-managed workload delivered at 2 locations with minimal home visits, and the operating system is EMIS. We have a strong patient services team that optimise workflow and administration, and a wide range of specialist clinical and wider healthcare support available directly and indirectly.

Benefits include

NHS pension, free car parking, medical indemnity, 6 weeks holiday, Simply Health cover, mental health support, performance recognition scheme and free tea and coffee.

We are committed to reduce the GP workload and are supportive in practice and personal development through study, mentoring and in-house/external training. We have a strong, enthusiastic, and collaborative network which has a reputation for being innovative, effective, and recognised as a successful partnership.

What happens next?

- The position is available from August 2023 and on offer is up to four sessions per week split over 2 days with the session rate negotiable based on skills and experience. The contract is permanent and subject to references and a subsequent agreed probation period.

- Applicants must be registered to practice with the GMC, have the right to work in the UK and included on the NHS Performers List.

- To find out more about this excellent opportunity or if you want to call in for a site visit please contact: Chris Spargo-Practice Manager chris.spargo@nhs.net / tel.0113 2213536 or Dr Mohammed Sattar, GP Partner/PCN Clinical Director– mohammed.sattar@nhs.net.

Closing date for this position is Wednesday 24 May 2023.

Oulton Medical Centre, Marsh Street Surgery & Swillington Health Practice (Leeds 26)

- Salaried GP
- 6 Sessions
- Start Date: ASAP

Due to a partner retirement, we are looking for an enthusiastic and highly motivated GP to join our friendly training Practice in the suburbs of Leeds. Our experienced clinical and non-clinical team work together to deliver outstanding care to our patients. If you are interested in working for a supportive, high achieving practice, please send your CV and covering letter to:

Practice Manager: Mrs Hilary Farrar on 0113 2059863 or email hilary.farrar@nhs.net

North Leeds Medical Practice are looking to recruit an experienced Medical Summariser / Clinical Coder to help with the increasing workload.

If you can work to targets, have a keen attention to detail and knowledge of medical terminology, this could be the ideal job for you.

We are looking for someone to join our friendly team working on an Zero Hour contract.

Main duties of the job

Main duties/key tasks:

Coding medical letters that come into the surgery

Processing GP2GP transfers

Reviewing medical records and producing an accurate summary of the patients medical history.

Read coding the information into the practice clinical system

- Auditing data collection standards in the practice
- Monitoring progress of notes summarising against practice targets

If you are interested in applying for this please contact Holly Naughton, HR Officer by email holly.naughton1@nhs.net or by phone 0113 2211060.