

# LMC ViewPoint

*The newsletter of Leeds Local Medical Committee Limited*

*October 2021*

## UPDATE FROM PUBLIC HEALTH

Accurate week commencing 27/9/21

This month's update contains the latest local Covid-19 position in Leeds and an update on vaccinations and testing. There has been an increase in the Leeds Covid-19 7-day infection and positivity rate. There are no variants or outbreaks of concern recorded in the city. The Leeds 7-day Covid-19 infection rate is now 337.5 per 100,000. The reported rate for England is 313.7 and the rate for Yorkshire and Humber is 395.3. The highest rate in Y&H is Barnsley with 627.2; the lowest is York with 229.4. The infection rate for the over 60's in Leeds is 159.1 per 100,000, which is a decrease. Leeds case rates and hospital admissions have remained relatively steady over recent weeks. The impact of the new school term is now starting to be reported. This week we saw 143 cases reported today across 41 schools and it looks like we are now seeing higher numbers across some secondary schools. As of the 27<sup>th</sup> of September, there are 5 ongoing outbreaks in care homes. In these care homes there are a total of 23 residents and 5 staff PCR positive cases. In line with other areas across the country, and as previously reported, there are significant pressures across health and social care, and pressures on recruitment to the care sector.

There continues to be lots of positive vaccination work across the city. Over 559k people have had a first vaccination (88.7% of CEV and 84.5% of 'at-risk'). Over 522k people have had a second vaccination (85.8% of CEV and 81.5% of 'at-risk'). Over half of the 18-29 group (50.9% increase) have now had a second dose. The programme continues to focus on those most at risk who have not yet been vaccinated, which combined with the rolling out of the booster programme, third dose for immuno-suppressed and 12-15 year old vaccinations is a stretch on capacity. There is a six week timescale for delivering vaccines to 12-15 year olds. The roving bus continues until Thursday 14 October, with increased uptake delivering jabs two days a week. Extensive work continues to plan pop up vaccination sites where vaccine uptake is lower. Some schools are picking up on social media that protests are planned outside their school by anti-vaccination demonstrators. The police are aware of this and are monitoring the situation. NHS advice about handling anti-vaccine activity or communication is to not engage or respond, as this tends to only fuel misinformation narratives and tactics. Anyone who has concerns or questions about the vaccine can find up to date and accurate information on the [NHS website](#).

Mobile testing unit (MUT) deployments: A reminder that the Leeds CCG lists all [testing information \(and vaccine sites\)](#). Please could you update any of your channels & social media pages to reflect this if required.

Rules for [international travel to England](#) will change on 4 October 2021, including a new clearer travel system for red listed countries and the rest of world and simpler, cheaper rules for fully vaccinated travellers coming from non-red list countries. Fully vaccinated passengers will be able to replace day 2 PCR tests with cheaper lateral flow tests – from the end of October – and no longer need to take pre-departure tests (PDTs).

## Social media messages to share:

- Vaccination is the most important thing you can do to protect yourself and your community against serious illnesses. Guidance and information on the Covid-19 vaccine programme in Leeds [is available here](#). #TogetherLeeds
- Meeting indoors? Stay safe by letting fresh air in. Opening a window for just 10 minutes can make a big difference and prevent the [spread of Coronavirus in your home](#). #TogetherLeeds

- If you have Covid-19 symptoms, take a test as soon as possible and self-isolate until you get your results. You can order a PCR test kit to be sent to your home or book an appointment at a test site. [Go online](#) or call 119. #TogetherLeeds
- To help protect the most vulnerable, try to stay at home if you are feeling unwell. If you have Covid-19 symptoms, [self-isolate and take a test](#). #TogetherLeeds

As we head into winter, a reminder that weekly flu and Covid [surveillance reports are published](#) here. I appreciate the essential role that primary care staff have played throughout this pandemic. This will be a challenging and uncertain winter and I would like to thank you and all your teams for the work that you continue to do.

### **N365 Apps for Enterprise Summary from the CCG**

All staff whose nhs.net email that are registered with Leeds CCG or Leeds GP practices are assigned an Apps for Enterprise licence under Leeds CCG. This licence allows the individual to use Word, Excel, Outlook and OneDrive on a desktop or laptop that has been set up for N365 by Leeds CCG IT.

An Apps for Enterprise is required to enable staff to edit Word or Office within Systm1 or EMIS. Each practice must make sure that all staff have a Windows 10 credentials (username and password).

An Apps for Enterprise licence shouldn't be activated by a generic Windows 10 account.

1. All staff members who need to update, edit, or create a new Word document in SystmOne or EMIS need a full N365 Apps for Enterprise licence, and N365 (Office 365) installed locally on the computer.
2. All staff registered with Leeds CCG and GP practices have a full N365 licence assigned to their nhs.net email address, not to the computer.
3. Each staff with a N365 Apps for enterprise, can move from one computer and activate on another computer, they can also work within another practice, with the correct windows 10 login for that practice and even work in any NHS organisation that have set up N365 on a computer.
4. If registered with another NHS organisation. e.g., Leeds Community Health, the staff member who is registered with LCH needs to contact the relevant LCH IT helpdesk and ask for a N365 Apps for Enterprise licence. They can then sign into the computer via their own Windows 10 login at the practice and activate N365 to enable Word.
5. For N365 Apps for Enterprise licences for other NHS Organisations contact:
  - a. **LCH** - Chris McCarthy [chris.mccarthy2@nhs.net](mailto:chris.mccarthy2@nhs.net)
  - b. **LTHT** - Heather Bradley [heatherbradley1@nhs.net](mailto:heatherbradley1@nhs.net)
  - c. **GP Locums** (National) – All locums registered with National Administration Service (NAS) are assigned a licence by NHS Digital [locumadmin@nhs.net](mailto:locumadmin@nhs.net)
  - d. **YAS** – The staff member can log onto the YAS site and request a licence.
6. **Leeds CCG can only assign a licence to anyone registered with a Leeds GP Practice; all other NHS staff need to contact the relevant NHS organisation they are registered with.**

Scenario: Registrar/ Trainee working at practice for 6 months.

Because they are registered with a different NHS organisation, the CCG N365 team cannot see them on the NHS portal to assign an Apps for Enterprise licence.

- Therefore, the staff member can mark themselves as a leaver on <https://portal.nhs.net>.
- Confirmation email is sent to the Registrar/Trainee, who notify the PM/Admin
- The GP Practice Manager/Admin registers them as a joiner to their practice,
- PM/Admin notify the N365 team to assign a license to the Registrars/Trainee nhs.net email address.
- When Registrar/Trainee leaves the PM/Admin marks them as a leaver. The licence is retrieved automatically back to the Leeds CCG pool once another NHS organisation picks them up, or after 30 days.

### **Free Events**

Please see below information on a series of free events you may be interested in. Please do feel free to cascade the message to any colleagues or networks who may be interested.

Should you have any questions regarding any of the events, then please contact Zach Adams, NHSE&I Equality and Inclusion Manager for the North East and Yorkshire region.

[zach.adams@nhs.net](mailto:zach.adams@nhs.net)

#### Free Nursing, Midwifery, AHP and EDI event for our North East Yorkshire Colleagues from NHS E&I and Chief Nursing Office

The NEY EDI team would like to inform colleagues in NHS organisations about this event called “Black History Month Celebration” that we are jointly running with the CNO BME Strategic Advisory Group Regional team.

The event invites a variety of speakers for a two-hour long celebration from 14:00 to 16:00 on the 11<sup>th</sup> October. The event is in the background of Black History Month. Black History Month 2021 marks 18 months since the beginning of the COVID-19 pandemic in the UK, as well as the murder of George Floyd in May 2020, which sparked a global amplification of the Black Lives Matter movement and the need for racial justice. Stemming from Black History Month is Race Ahead, which coincides with the emergence of ICS's as they are in the early stages of recruitment. These senior system leaders have important roles to play in addressing racial inequity and closing the long-standing gaps in health inequalities. The event will be looking at the various themes from Race Ahead from both a nursing and EDI perspective. The themes are Identity and me, leadership, health and wellbeing, race equality. The NEY team would like to say that the event is open to all NHS colleagues in all NHS organisations throughout NEY. Please register [here](#)

#### Free events for our North East Yorkshire Colleagues from West Yorkshire Harrogate ICS

The NEY EDI team would like to inform those in our NHS organisations of a series of events that are hosted by our colleagues in West Yorkshire Harrogate ICS/Partnership.

The Partnership is bringing together local, regional, and international speakers for a week-long celebration **from Monday 4 to Friday 8 October**. The week will showcase the work taking place across the area to connect on inclusion, whilst celebrating diversity within its workforce, learning from others, and highlighting the positive difference made when all come together. Coordinated by the WY&H HCP Race Equality Network online event speakers include WY&H HCP CEO, Rob Webster CBE, and Cllr Shabir Pandor, Leader of Kirklees Council. The week-long event, held using digital technology, will recognise WY&H HCP's approach to championing diversity, inclusivity, and equality, whilst setting out the difference made since it launched [its race](#) review in October 2020 into the impact of COVID-19 on minority ethnic communities and colleagues. This includes [an award winning Fellowship leadership programme](#), which [was informed by the](#) WY&H HCP Race Equality Network and a coproduced anti-racism movement with the West Yorkshire Violence Reduction Unit and over 550 partner organisations/ community allies.

Please find the event registration detail [here](#)

#### Other EDI events

Following NHS Pride week we are hosting 4 focus group sessions exploring intersectionality within the LGBT community, we are specifically looking to explore the additional challenges and how NHS Trusts can seek to further support staff. Sessions are available to anyone who works in the NHS

- Monday 27<sup>th</sup> September 1-2pm – Ethnicity – A NUTH LGBT Staff Network employee, supported by the NUTH LGBT Staff Network Co Chair, Mark Ellerby-Hedley. Book [here](#)
- Thursday 30<sup>th</sup> September 3-4pm – Disability – Hannah Stevenson, NUTH and Alison Conyers, Leeds Teaching Hospital NHS Trust. Book [here](#)
- Monday 4<sup>th</sup> October 12-1pm – Faith - Reverend Ben Rhodes and Reverend Dr Christina Beardsle. Book [here](#)

#### **LMC Buying Group Update**

For your information, please see attached update on behalf of the LMC Buying Group.

[LMC Buying Group: Quarterly E-Update for LMCs \(campaign-archive.com\)](#)

## **Tackling abuse and meeting with the Secretary of State for Health and Social Care**

In recent weeks, GPs and their practice teams have been subjected to a systematic and cruel smear campaign by sections of the media, this has directly resulted in rising incidences of abuse and aggression being experienced by general practice. This has left many in the profession feeling totally demoralised and under siege.

The latest GP data shows that the total number of appointments delivered by general practice in August (25.5 million) remains higher than pre-pandemic levels (23.3 million in August 2019). The percentage of appointments delivered face-to-face has also risen to 57.7%, while the percentage of appointments delivered remotely (by telephone and video consultations) has fallen. We know that GPs and all practice teams are doing their best to give as many patients as possible the appointments they need safely, against a backdrop of a shortage of GPs, all the while still working within the national guidance of infection control and social distancing measures. This is testament to the true integrity, grit and determination of GPs and their practice teams. We will not let false narratives go unchallenged.

Following [a horrific act of aggression against a practice](#) in Manchester, Richard Vautrey, GPC England chair, had an urgent meeting with Sajid Javid, Secretary of State for Health and Social Care. Following the meeting the BMA issued a [statement](#) outlining the key actions the Secretary of State must take urgently.

Many others are challenging the anti-GP rhetoric including [other GPs](#) making it clear the pressures they're under and the NHS Confederation is also showing their support in their statement '[Standing with primary care](#)' where they 'stand unwaveringly in support of the vital contribution of our primary care members'.

We would also encourage you to write to your local MP, and this [template letter](#) may help to your local MP to outline the current pressures being faced by GPs. A [GP fact sheet](#) of key points has also been produced.

### Dealing with abuse of practice staff on social media from patients

The BMA have developed guidance [how to protect yourself from online abuse](#) and the steps GP practices can take against patients who leave abusive comments on social media or websites. It outlines what to do first, how to report content to the provider and what criminal and civil actions are possible.

### Media intrusion

We are aware that with the intense national media vilification of General Practice some journalists are approaching local practices directly for comment. There is no obligation to respond to the media. If practices would like guidance about a specific situation they can reach the BMA media team at Media Office [MediaOffice@bma.org.uk](mailto:MediaOffice@bma.org.uk). We are also concerned that some publications will send photographers to practices looking for photos designed to support their narrative of primary care being hard to access. The Editor's Code of Conduct which guides the practice of press organisations in the UK says that journalists should identify themselves when asked to do so and *that no journalists should operate on healthcare property without permission*, this applies to photographers as well. So if practice staff see a possible photographer who is not welcome then the best advice is to ask them to identify themselves and then ask them to leave.

## **Support your surgery campaign**

The BMA has been campaigning consistently and vociferously in defence of GPs and their staff over the summer with our [Support Your Surgery campaign](#) to get the backing of patients to make the changes to primary care that are so urgently needed and to help them [understand why we still need to work in the way we have been doing](#), primarily to protect them from infection.

Please continue to show your support by signing the [Support Your Surgery petition](#) and sharing it with colleagues, friends, and families. The petition is just one element of the campaign but is a way of putting pressure on the Government to properly support general practice.

### **COVID-19 vaccination exemptions**

A systematic medical exemptions process is being introduced to ensure that those who, for medical reasons, should not be vaccinated (and/or be tested) for COVID-19 are not disadvantaged across certification use cases.

Given the need for clinical judgement and access to patient records, the Department of Health and Social Care are asking GPs, secondary care clinicians and midwives to assess applications that will already have been assessed by the 119 service. No appointments are required to compete this.

Read the [guidance](#) detailing the process and clinical criteria and payment mechanisms (for GPs).

### **Vaccine Data Resolution Service**

The Vaccine Data Resolution Service (VDRS) has been established to resolve missing or incorrect vaccination records for people vaccinated in England who have a current NHS number and are registered with a GP practice in England. Referrals to the VDRS can be made via any of the services accessed via 119. If the query relates to personal information that is incorrect on the patient record (e.g. name, address), these will still need to be resolved by their GP practice.

If a member of the public believes they have missing or incorrect COVID-19 vaccination data, please advise them to call 119 and ask the call agent to make a referral to the VDRS team on their behalf. The VDRS team will then call the person back within five working days.

### **Flu vaccinations for primary care contractors and frontline staff**

The [Enhanced Service Specification for Seasonal influenza vaccination programme 2021/22](#) has now been published. We have been lobbying for many years for GPs and practice employees to be included within specification for the annual flu programme and for practices to be able to claim an item of service fee for giving flu vaccinations to their staff. We are therefore pleased that we have now been able to secure agreement with NHSE/I to the inclusion of all frontline practice staff in the Enhanced Service.

All practice staff with patient contact, including both medical and administrative staff, will now be eligible to receive a flu vaccination from employing practice or the practice at which they are registered as a patient, and practices will receive an item of service fee for their provision. As in previous years locum GPs will also continue to be eligible for a free vaccination. The provision of flu vaccination to all target groups will therefore be covered under CNSGP.

NHSE/I has also [published guidance](#) (available on the Future NHS platform) on the process for recording flu vaccinations administered to patients not registered with a practice.

### **NHS 111 booking into general practice**

During the pandemic as part of emergency regulatory changes, the requirement for practices to make available to NHS 111 one appointment per 3000 registered patients changed to one appointment per 500 registered patients. This temporary change will stop at the end of September 2021 and therefore the contractual requirement will revert back to 1:3000.

### **NHS-Galleri cancer test trial**

The [NHS has launched a trial of a new blood test](#) that can detect more than 50 types of cancer before symptoms appear. The participants, are aged 50-77 and asymptomatic of cancer, are identified and invited through NHS DigiTrials to register their interest in being part of the study. Those who consent will be invited up to a mobile screening unit to give a blood sample.



The [NHS Galleri test trial](#) checks for the earliest signs of cancer in the blood and only those who have a positive Galleri test will be referred by the study team to a 2WW clinic based on the predicted cancer signal origin. Hence, any GP involvement in this study is only if participants choose to contact them at any point in the trial process. A few GP practices have, in addition, volunteered to undertake trial recruitment from their lists and are liaising with the study team.

### **Government imposes pay transparency regulations**

The Department of Health and Social Care have this week published [regulations](#) which will require GPs and their staff with NHS earnings of £150,000 and over in 2019/20 to declare these through national arrangements. This information will then be published by NHS Digital as part of the government's pay transparency agenda. In the 2019 contract negotiations, government and NHSE/I insisted on the inclusion of new pay transparency arrangements for higher earners as part of the overall package but it was also agreed that this should not solely relate to general practice but would be progressed for all those working in the NHS.

While the Government has now published [regulations](#) for general practice, to ensure GPs and their staff will have to declare their earnings over certain limits, there are at present no similar proposals for pharmacists, optometrists, dentists, consultants or other doctors in the NHS, anywhere else in the UK. As such the Government and NHSE/I have chosen to single out general practice in England and have breached the 2019/20 agreement. We have not agreed the change. However, health ministers have instead decided to impose this on the profession.

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## **COMINGS AND GOINGS**

- Bramham Surgery welcome newly appointed Surgery Manager, Pauline Tidswell.
- Mrs. Heather Reid retires as Practice Manager at Burley Park Medical Centre on 30th September. She will be greatly missed by her friends and colleagues at Burley Park and by many others across the Woodsley/Holt Park PCN.  
We would like to thank her for all her hard work and dedication to Burley Park Medical Centre and the NHS over the last 40 years, and wish her a long and happy retirement.
- Dr Lisa Riordan (Salaried GP) is leaving Fountain Medical Centre the practice in October.
- Dr Sahar Alikhan is leaving Whitehall Surgery to pursue her GPSI in Dermatology, leaving in December.

## **PRACTICE VACANCIES**

### ASHFIELD MEDICAL CENTRE - Dr's Walling and Nathan

We require a salaried GP to provide first class care in general practice. We are a two site practice in with surgeries in Leeds 14 and 15

Our practice provides excellent care and are high achievers for treating and caring for patients with long term health conditions. We are high QOF achievers year on year and this is down to a team work ethic and a team with a can do attitude and friendly atmosphere.

Our GP team comprises of 2 GP partners, 5 salaried GP's, registrars and FY2, who work great as a team providing excellent patient care. They are complemented by two fantastic ANP's who support our GP's with core practice work. Our brilliant nursing team have a wide skill mix of Practice nurses and HCA's.

We have an excellent and friendly reception and administrative team.

You will be required to take part in a variety of duties such as seeing patients including home visits, telephone consultations and e-consults, practice administration, duty tasks. We are a very friendly and extremely supportive team.

We are looking to appoint a 4- 6 session GP.

Please contact: Michaela Guilfoyle, Practice Business Manager telephone 01132044916 or email [practicemanager.ashfield@nhs.net](mailto:practicemanager.ashfield@nhs.net)



A new opportunity has arisen for you to practice as a Salaried GP for a friendly high-performing surgery in Leeds working across two sites. Our GPs all work on a well-defined Tier plan Partnership would be considered for the right candidate. The practice has a great reputation for being forward-thinking and offering high quality care to their diverse patient population. You will be working with a team of experienced GPs which means that you will be very well supported. This surgery offers you a great work life balance where we value and respect your personal time. Our Practice covers a diverse, large area of North Leeds from Harehills to Shadwell, with a patient population of over 21,000. The Practice has two sites, one in Harehills and the other in Moortown. We have four GP partners, 6 salaried Doctors, 5 Practice nurses, 1 Paramedic & 4 Health Care Assistants. The Clinicians are ably supported by an experienced Management and Administration Team.

#### Key Information

- Several sessions available flexible telephone and face to face session times
- Superb QOF score consistently in the high 90s, so you are working with a surgery that has a reputation for consistent high achievement.
- Low administrative burden, separate rota'd session for medication tasks
- Home visits in separate session not required as part of a normal session
- Personal development through external and internal coaching to further enhance your career.
- Outstanding support team 6 experienced Nurses which means that you will have more time to focus on clinical work and achieve professional satisfaction.
- Approved Training Practice

#### Key Benefits

- Salary circa £8500 to £11000 per session depending on level of responsibility and experience
- 15 patients per session as standard
- 7 weeks annual leave as standard with ability to negotiate
- NHS Pension
- Named mentor

#### What Happens Next

If you would like to be considered for this post you can talk to us in confidence by calling our HR Officer on 0113 218 5791 or by emailing [holly.naughton1@nhs.net](mailto:holly.naughton1@nhs.net).

#### Harehills Corner Surgery

Are you a General Practitioner looking for an exciting new opportunity? The Practice Lincoln Green are looking for up to 10 sessions per week.

We offer a bespoke, flexible and rewarding employment package for GPs to suit their personal and career needs, whether this is supporting you to step up into a clinical leadership role or completing additional training allowing you to specialise in an area of particular interest.

The postholder will deliver high quality clinical care to the patients registered and attending the GP surgery. Work closely with the clinical leads and local practice team to support the delivery of the surgeries operational plan.

The role will be at the forefront of delivering an innovative model of primary care service provision working with the wider teams within Operose Health sharing best practice and continuous development.

The postholder will strive to maintain quality within the practice ensuring participation in clinical governance activity and contribute to the improvement in quality of health outcomes through audit and the Quality and Outcomes Framework and contributing to the practice achieving other quality standards to include CQC standards.

For more information please contact [recruitment@operosehealth.co.uk](mailto:recruitment@operosehealth.co.uk)

Salaried GP / Nurse Practitioner required for 4 sessions per week  
Whitehall Surgery, Leeds LS12 5SG.

- Salaried GP / or Nurse Practitioner required for 4 sessions per week , working Thursday & Friday . To join 3 GP partners and 4 salaried GP's. Our clinical team also consists of a highly qualified Nurse Practitioner, 3 Practice Nurses and 2 Health Care Assistants.
- Partnership opportunities for the right candidate.
- Friendly and welcoming team. Good working environment and collaborative staff.
- Pharmacists within the practice who work on tasks, repeat medication requests etc.
- 9000 patients in mixed urban/rural setting.
- Modern purpose built premises.
- Routinely high QOF achiever, 100% attained this year.
- Special interests welcome.
- Start date early December 2021.
- Informal visits and enquiries welcome.
- For further information regarding the practice please see our website, [www.gpnhs.net](http://www.gpnhs.net)

Applications to be made with CV to Mrs Joanne Woods, Whitehall Surgery, Wortley Beck Health Centre, Ring Road, Lower Wortley, Leeds LS12 5SG. Tel: 0113 3058150.

E mail: [joanne.woods@nhs.net](mailto:joanne.woods@nhs.net)

Aireborough Family Practice – Yeadon, Leeds, LS19 7N

We are looking to recruit a 6 session salaried GP – Mon, Tues, Friday.

- PMS Practice
- Patient list size 4300 (approx)
- 2 partners and 1 salaried GP – trainer, 2 registrars
- 1 Practice Nurse, 1 Health Care Assistant
- SystmOne clinical system
- No Out of Hours
- Teaching Practice for 3rd Year students from Leeds University
- Training Practice with 2 registrars
- High QOF achiever
- Participate in all local enhanced services
- Achieved a rating of Good in CQC inspection.

The successful candidate will need to be enthusiastic and self -motivated in sharing our ethos of being committed to providing high quality care to our patients and be prepared to fully engage in the practice continual development.

Please contact [fleur.waite@nhs.net](mailto:fleur.waite@nhs.net) for further details.



### Alwoodley Medical Centre - Salaried GP vacancies

We are looking for additional Salaried GPs (Retainer scheme considered) to join our friendly, supportive group of 16 doctors (10 Partners).

- Well organised GMS practice, EMIS Web, high QOF achiever
- Competitive salary
- Up to 16 sessions per week
- 19000 patients
- FY2, Year 3 medical students, GP Registrars
- Partners specialise in teaching, research, women's and sexual health, minor surgery and dermatology
- 50% Indemnity covered
- Excellent Nursing and admin team
- Purpose built premises
- Rated 'Good' in CQC inspection
- BMA model contract

We are seeking enthusiastic and motivated new members of the team. We are a friendly group who believe in achieving a good work-life balance.

We are a training practice, with a wide range of learners in post. We have a productive learning environment where all staff are supported to develop. We will support applicants wishing to develop special interests to the benefit of our patient service.

Applications with CV and covering letter please to: [Alwoodleymedicalcentre@nhs.net](mailto:Alwoodleymedicalcentre@nhs.net)

Informal visits welcome – contact as above.

### Alwoodley Medical Centre – Medical Records Summariser

We have a vacancy for a full time (37 hrs) records summariser. Duties include:

- Analysing medical records, detailing significant past medical history.
- Scrutinising the medical records for error of facts, misfiled data, omissions, prescribing and irrelevant or out of date information.
- Coding information onto computer.

This role would suit someone who possesses meticulous attention to detail and is always keen to deliver excellent results whilst under pressure, sometimes against tight deadlines. Previous experience would be beneficial, but not essential.

Please apply with full CV and covering letter to [alwoodleymedicalcentre@nhs.net](mailto:alwoodleymedicalcentre@nhs.net)

### Alwoodley Medical Centre – Receptionist / Administrator (35hrs)

We are looking for a dynamic individual to join our patient services team. Working on the reception desk where you are dealing with patients face to face and in the admin room where you can be doing anything including call handling, scanning, filing and retrieving records, issuing prescriptions and many other varied tasks. You should be able to demonstrate excellent communication skills, be computer literate and enjoy working in a very fast paced environment. Previous primary care experience is preferred but not essential.

Please apply with full CV and covering letter to [Alwoodleymedicalcentre@nhs.net](mailto:Alwoodleymedicalcentre@nhs.net)  
Previous applicants need not apply. Due to the volume of applications, we apologise that we cannot respond to those who are not short-listed for interview.

Alwoodley Medical Centre – Health Care Assistant (37.5 hrs)

Alwoodley Medical Centre is an innovative and forward-thinking training practice looking after 19000 patients in North Leeds. We currently have 16 GPs, 6 practice nurses, 4 HCAs, and other support staff. We are friendly and collaborative in our approach, aiming to be a happy, high functioning team.

We are looking to recruit an experienced, enthusiastic, dynamic Health Care Assistant. This role would be part of a large, friendly, and supportive team.

The main areas of responsibility of the role include:

ECG Recording

Phlebotomy

Blood pressure monitoring

Administer Flu, Pneumonia and B12 injections

NHS Health checks

CDM reviews – including Hypertension & Diabetes

Computer literacy expected. Experience of clinical systems would be desirable.

Please apply with full CV & covering letter to [alwoodleymedicalcentre@nhs.net](mailto:alwoodleymedicalcentre@nhs.net)