

ROLE PROFILE

JOB DESCRIPTION	
Job title:	Paediatrician
Team/Department:	Paediatric CAS / Clinical Services
Location:	Main place of work as agreed
Hours of work:	As agreed, and in accordance with the contract of employment
Job title the post holder will report to:	Regional Medical Director
Job titles of the staff reporting to the post holder:	No staff report to the post holder
Date the role profile was revised:	April 2025
JOB PURPOSE <p>To deliver enhanced unscheduled urgent care digitally via telephone and video consultations within the Paediatric Clinical Assessment Service. To ensure that all children, young persons and their families receives the right treatment in the right place at the right time delivering appropriate outcomes and working towards the NHSE consult and complete model reducing the number of inappropriate pathways and touch points within the wider health economy. To undertake clinical validation of lower acuity Ambulance and Emergency Department NHS111 pathway outcomes with the aim to keep patients out of hospital and safely managed at home or in the community where appropriate.</p>	
KEY RESPONSIBILITIES AND ACCOUNTABILITIES <ul style="list-style-type: none"> • Consult with those patients whose clinical details are passed to the Clinical Assessment Service (CAS) following NHS 111 Pathways assessment or via the Integrated Care 24 Limited Co-ordinator. • Represent Integrated Care 24 in a professional manner when in contact with the general public and other healthcare professionals. • Be responsible for prioritisation and timeliness of all consultations. • Work with the management team, together with other members of staff, to maximise effective and efficient delivery of care to patients. • Promote close teamwork between colleagues and to continually strive to improve the service. • Be available for meetings and appraisals from time to time as required. • To maintain professional development and competency ensuring all clinical skills and knowledge are relevant and contemporaneous. 	

- Work within the prescribing formulary taking account of the minimum recommended length of prescribed treatment.
- Work within the Integrated Care 24 clinical governance framework, adhering to policies and contributing to audit processes as required.
- Operate effectively within the framework of the Integrated Care 24 operational policies, procedures and ethos.
- Maintain all patient confidentiality and adhere to Data Protection rules at all times.
- Assist staff in the provision of the service to a high professional standard.
- Ensure that all operational information is distributed to colleagues as necessary.
- Ensure that patient care is of the utmost concern in all actions performed.
- Answer and manage any enquiries as and when necessary.
- Maintain and continuously improve the quality service to our patients.
- Support other colleagues / clinical students as required with queries, mentorship, learning and clinical supervision.

Flexibility: Hours of work may include evenings, weekend, daytime, and overnight sessions on a rota, and/or a first and second on call cover at Integrated Care 24.

Technical: Integrated Care 24 puts a considerable emphasis on IT. Computer, mobile phone, and keyboard skills of a basic, but accurate nature will need to be mastered at an early stage. Training will be provided.

COMMUNICATION AND KEY WORKING RELATIONSHIPS

The post holder must be able to demonstrate excellent communication and interpersonal skills at all times, and build and maintain good working relationships with all stakeholders including the following:

- Chief Medical Officer
- Regional Medical Director
- Associate Locality Director/Operations Manager
- Staff and clinicians
- Patients
- Local GPs and practices
- Secondary care providers
- CCG
- PPG representative
- Other stakeholders

ENVIRONMENT

Integrated Care 24 is a major not for profit Social Enterprise company currently providing innovative primary care services designed to deliver quality and affordability. Integrated Care 24 is solutions-focused, providing a comprehensive portfolio of services aimed at improving access and reducing the demand on secondary care services by helping to avoid unnecessary admissions and facilitating early discharge.

Going forward, the company is committed to supporting and enabling better integration between health and social care and more effective alliances between partners from different sectors as essential to delivering seamless services. Integrated Care 24 has considerable experience of working in complex, demographically-challenged environments and the Board is keen for the organisation to be proactive in improving standards of care and patient safety, while delivering value for money too in the health economies it which it operates. Critical to this is building strong professional relationships and alliances with third parties; working with them in a way that maximises the benefits of their involvement.

HEALTH AND SAFETY

The post holder will be required to comply with the duties placed on employees of Integrated Care 24 as set out in the Health and Safety at Work Policy and related Procedures. The post holder has a legal obligation to make positive efforts to maintain their own personal safety and that of others by taking reasonable care, carrying out requirements of the law and following recognised codes of practice.

EQUALITY AND DIVERSITY

Integrated Care 24 has an Equality and Diversity Policy to ensure that no job applicant or employee is discriminated against either directly or indirectly on the grounds of disability, marital status, sex, race, colour, nationality, ethnic or national origin, sexual orientation, age, religion or political opinion, whilst attracting talented recruits and retaining experienced employees.

Integrated Care 24 is committed to promoting equal opportunities and diversity and will keep under review its policies, procedures, and practices to ensure that, in addition, all users of its services are treated according to their needs.

INFORMATION GOVERNANCE

Information is vitally important for the safe clinical management of patient care and the efficient administration of services and resources, including our workforce. Information Governance is a framework to enable Integrated Care 24 to handle personal and corporate information appropriately.

It is the responsibility of our entire workforce, regardless of employment status, to ensure they abide by the requirements of Information Governance as set out in the Employee Handbook and the Information Governance Policy.

SAFEGUARDING CHILDREN AND VULNERABLE ADULTS

Integrated Care 24 is committed to safeguarding and promoting the welfare of children, young people, and vulnerable adults. All staff and volunteers are therefore expected to behave in such a way that supports this commitment. You will be responsible for

safeguarding the interests of children and adults who you come into contact during your work. To fulfil these duties, you will be required to attend training and development to recognise the signs and symptoms of abuse or individuals at risk, to follow local and national policy relating to safeguarding practice and to report and act on concerns you may have appropriately.

DISCLOSURE AND BARRING SERVICE CHECKS

Integrated Care 24 will require a DBS check for appropriate roles which is a mandatory requirement and a condition of the employment offer.

All posts are assessed on their eligibility for the post holder to be required to undertake a DBS check. For posts that have been assessed as exempt from the provisions of the Rehabilitation of Offenders Act 1974, Integrated Care 24 will require the post holder to undertake an enhanced DBS check with barred list checks. For posts that have been assessed as being in a position of trust, Integrated Care 24 will require the post holder to undertake a basic DBS check.

This post has been assessed as requiring an enhanced DBS check with barred list checks.

REHABILITATION OF OFFENDERS ACT 1974

Some posts have been assessed as being exempt from the provisions of the Rehabilitation of Offenders Act 1974 and in these cases Integrated Care 24 will require the post holder to disclose all convictions, whether spent or unspent.

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PERFORMANCE AND DEVELOPMENT REVIEW

This Job Description will be used as a basis for conducting an individual Performance and Development Review between the post holder and the manager.

VARIATIONS

This Job Description describes the main purpose and key responsibilities and accountabilities of the post. The post holder may be required to undertake any additional duties or responsibilities as may reasonably be required.

This Job Description is a guide to the nature and main duties of the post as they currently exist, but it is not intended as a wholly comprehensive or permanent schedule and it is not part of the contract of employment.

To reflect changing needs and priorities, some elements of this post may be subject to change and where required, any appropriate communication or consultation with the post holder will be undertaken prior to making any changes.

PERSON SPECIFICATION

Criteria	Standard	Essential or Desirable
Qualifications and Training	Current GMC general registration +/- Specialist registration Fellow of RCPCH or completed both written and practical MRCPCH exams Membership of a medical indemnity organisation Experience within Paediatric A&E or urgent care Current resuscitation certificate	Essential
Specialist skills	IT: basic computer literacy (training available) Good telephone manner, clear speech Good record keeping Communication and listening skills Ability to work in a multi- professional team	Essential
Experience	Primary care home visiting Triage Face to face consultation	Essential
	Management Audit Research Practice based commissioning	Desirable
Knowledge, Skills and Abilities	Ability to work under pressure, manage demanding workload Aware of needs of patients, relatives and carers Adhere to confidentiality requirements Ability to cope with patients under extreme stress from both social and clinical circumstances Ability to handle change and unexpected urgent requirements Skills in written and spoken English adequate to enable effective communication about medical topics with patients and colleagues	Essential
Personal Qualities	Flexible, caring and empathetic Self-motivated Professional approach Presentable appearance Reliable, punctual and committed to work	Essential