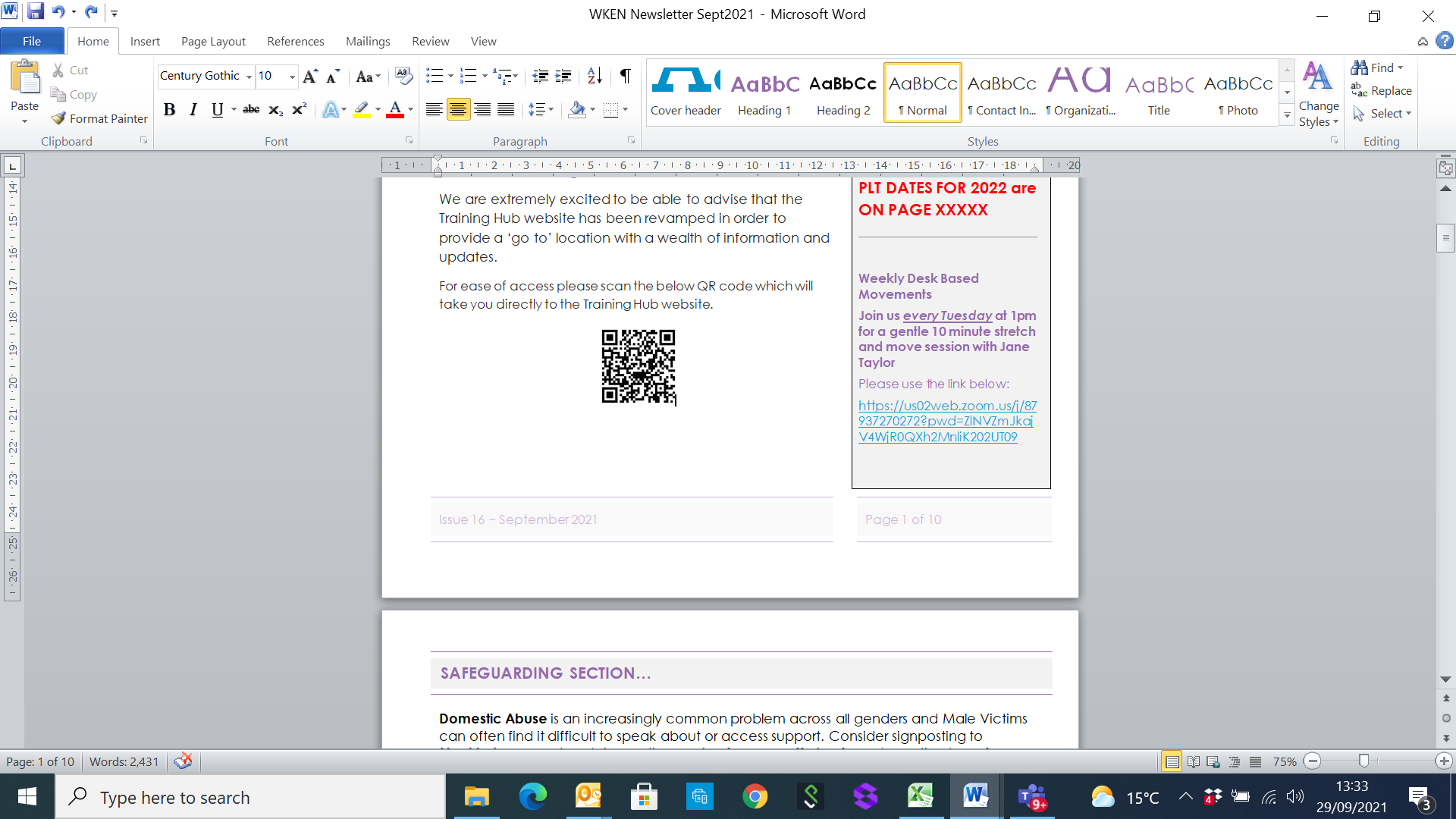
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| **WKEN JOBS BULLETIN – APRIL 2022** |  |

**West Kent Training Hub**





**Deadline for Newsletter –** please send your items through by the **15th** for inclusion in the next edition.

**PLT DATES FOR 2022**

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**We can confirm that PLT cover for May will be a return to how things used to be, ie. you can switch your phones through to NHS111.**

Secamb, the providers of NHS111 services in West Kent have been asked if they are willing to cover from June onwards & we are awaiting a response. If they are not able to offer cover the CCG will be undertaking a procurement process to find an alternative provider. Discussions to this effect are already underway

**Weekly Desk Based Movements**

**Join us *every Tuesday* at 1pm for a gentle 10 minute stretch and move session with Jane Taylor**

Please usethe link below:

<https://us02web.zoom.us/j/87937270272?pwd=ZlNVZmJkajV4WjR0QXh2MnliK202UT09>

[**www.westkenteducationnetwork.co.uk**](http://www.westkenteducationnetwork.co.uk)

**Email:** [**kmccg.wkentraininghub@nhs.net**](mailto:kmccg.wkentraininghub@nhs.net)

[Image result for twitter logo](https://www.bing.com/images/search?view=detailV2&ccid=CqXWN5l4&id=8B16F98F138AFC909C08261085B90A4D34866D39&thid=OIP.CqXWN5l4IM2LxlE-H0lHOAHaHa&mediaurl=https://img.talkandroid.com/uploads/2016/01/twitter-app-logo.png&exph=512&expw=512&q=twitter+logo&simid=607994475025467935&selectedIndex=0&qpvt=twitter+logo) **@westkentWKEN**

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| Dear Reader,  Welcome to the West Kent Training Hub Jobs Bulletin. This has been produced as a supplement to the WKEN Newsletter.  WKEN would like to thank all those who contribute to the content of both documents. There is an array of articles and opportunities open to all, so your help to share with your teams is very much appreciated.  ***We would love to hear from you and share your news***, so if you have suggestions for future items for the newsletter, including job vacancies, please send through to [**kmccg.wkentraininghub@nhs.net**](mailto:kmccg.wkentraininghub@nhs.net) |
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[**kmccg.wkentraininghub@nhs.net**](mailto:kmccg.wkentraininghub@nhs.net)

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| **Job Vacancies** |
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**JOB TITLE: ADVANCED NURSE PRACTITIONER, Full/Part time considered, salary – Negotiable**

Due to retirement, from April 2022 an exciting opportunity has arisen for an experienced, enthusiastic, committed and caring Advanced Nurse Practitioner to join our friendly team at Thornhills Medical Practice.

The successful post holder will be an experienced Advance Nurse Practitioner and Independent Nurse Prescriber. They will ideally have experience of primary care and must be confident working autonomously and independently within their professional boundaries and as part of a team whilst carrying out clinical assessment, triage and consultations, providing diagnosis, treatment, evaluation of care and prescribing.

They will demonstrate safe, clinical decision-making and expert care for patients within the general practice. They will work collaboratively with the multi-disciplinary general practice team to meet the needs of patients, supporting the delivery of policy and procedures, and providing support to GP’s and practice team as required.

Thornhills is a highly regarded, 8 partner training practice with a happy established workforce. We prioritise high quality patient care and team work, whilst ensuring manageable workloads and offering flexible working patterns, personal development and education.

To find out more about the Practice and vacancy visit our website: <http://www.thornhillsmedical.nhs.uk> For informal enquiries or to apply with your CV and covering letter please contact Julie Gorner or Suzanna Gozdanovits at [enquiries.thornhills@nhs.net](mailto:enquiries.thornhills@nhs.net) or 01732 849980.

**JOB TITLE: SALARIED GP, SOUTH PARK MEDICAL PRACTICE, SEVENOAKS, KENT**

An exciting opportunity has arisen to join our friendly and family-like team in the market town of Sevenoaks. We are located within 10 minute walk from Sevenoaks train station.

We are looking for a passionate GP to join our team for 8 sessions per week (willing to discuss a job share). We thrive on delivering excellent healthcare to our 6,400 patients.

The practice has 2 doctors, 2 registered nurses and a Physician Associate plus a PCN team including Physiotherapists, Clinical Pharmacist and Social Prescribers.

In addition to this, a fantastic and supportive Reception and Administrative team.

We offer:

• Excellent clinical, management and administrative support teams

• Active member of Sevenoaks PCN and part of Medical student training

• Free onsite parking

• High QOF achievers

• Competitive salary

**Informal enquiries and visits would be welcomed; please email Jo Peters (Practice Manager)** [**Jo.Peters2@nhs.net**](mailto:Jo.Peters2@nhs.net) **or telephone 01732 744200**

**BRENCHLEY & HORSMONDEN GP SURGERY:** To meet increasing demand at the surgery and following the retirements of some of our team we are recruiting enthusiastic new members of staff to join us.

**Practice Nurse:** Up to 4 sessions per week, ideally experienced in all treatment room duties although refresher training can be arranged.

**Health Care Assistant:** Up to 4 sessions per week with experience in phlebotomy, vaccinations, wound care and general treatment room duties.

**Medical Secretary:** 3 days per week; experience in medical secretarial work preferable.

**Receptionist / Administrative Role:** Up to 25 hours per week, morning and afternoon sessions available.

We are an EMIS practice, although training can be provided; all positions are available with a start date as soon as possible.

**For more information or to apply please contact Mrs Heather Hayden, Practice Manager –** [**h.hayden@nhs.net**](mailto:h.hayden@nhs.net)

**JOB TITLE: FULL TIME POSITION FOR A PHARMACY TECHNICIAN**

Len Valley Practice is looking for an enthusiastic registered Pharmacy Technicians to join the growing GP practices Dispensary team.

The post holder will undertake patient-facing and patient supporting roles to ensure effective medicines use, through shared decision-making conversations with patients.

You will be carrying out medicines optimisation tasks including effective medicine administration (e.g. checking inhaler technique), supporting medication reviews and medicines reconciliation. Where required, utilise consultation skills to work in partnership with patients to ensure they use their medicines effectively. The role will include activities such as medication compliance reviews, dealing with pharmaceutical queries (e.g. shortages), medicine’s reconciliation and medication management advice for patients and carers.

As determined by the PCN, support medication reviews and medicines reconciliation for new care home patients and synchronising medicines for patient transfers between care settings, linking with local community pharmacies Support the Clinical Pharmacist in Structure Medication Reviews (SMR) i.e. organise necessary monitoring tests prior to SMR Provide expertise to address both the public health and social care needs of patients, including lifestyle advice, service information, and help in tackling local health inequalities.

Manage shared care protocols and liaise with Clinical Pharmacists for more complex patients. Support initiatives for antimicrobial stewardship to reduce inappropriate antibiotic prescribing locally.

The post holder will:

• Develop a culture that promotes Equality and values Diversity. The postholder must be aware of and committed to the Equality and Diversity policies of the appointing GP practice and comply with all the requirements of these policies and actively promote Equality and Diversity issues relevant to the post.

• Ensure the principles of openness, transparency and candour are observed and upheld in all working practices.

• The post holder will have, or acquire through training provided by the organisation, the appropriate level of Safeguarding and knowledge, skills and practice required for the post and be aware of and comply with the organisation’s safeguarding protection policies and procedures.

• You will also work on various aspects of medicines management to ensure safe and effective use of medicines in line with local and national guidelines, including formulary adherence and review of prescribing data.

• Ensure that any Infection Prevention and Control issues are reported to the line manager/Infection Prevention and Control

The Role: The role will be full time, 37.5 hours per week from Monday to Friday.

Please note, the practice is not open on Bank Holidays, Christmas Day, Boxing Day or New Year’s Day.

Experience: At least 1 years Pharmacy technician experience would be preferred

**JOB TITLE: HADLOW MEDICAL CENTRE SALARIED GP (3 SESSIONS)**

We are looking for a part-time Salaried GP to join our established friendly practice team, for 3 sessions a week, with possible scope to cover leave. Salary £10K+ per session p.a. according to experience.

About Us: We are a small, dispensing practice in a pleasant semi-rural village on the outskirts of Tonbridge, in West Kent with easy access to the A21, M25 and M20.

We were deemed Good in all 5 areas in our CQC visit and have high patient satisfaction.

The Practice is located in a converted Victorian building, and the team consists of 2 partners, Practice Manager, Admin Assistant, 2 practice nurses plus 4 Receptionists, plus external practitioners such as Physiotherapist, Midwife, Pharmacist and Social Prescriber. We have a list size of 3,600 patients (approx.) using the EMIS System. We have extended hours once a week and are part of the West Kent PCN.

Informal chat and visits are welcome 01732 667443

Please send your C.V addressed F.A.O. Practice Manager Annie Ghent [annie.ghent@nhs.net](mailto:annie.ghent@nhs.net)

**JOB TITLE: SALARIED GP TO JOIN THE WESTERHAM PRACTICE, DISPENSING AND TRAINING PRACTICE WITH TWO LOCATIONS WESTERHAM AND SUNDRIDGE**

We would be pleased to receive applications from a salaried GP who would like to consider partnership in the future. In 2021 our senior partner was joined by 3 new partners. The full team providing care to our 8,500 patients consists of 3 long serving salaried GPs, a clinical pharmacist, 2 excellent nurses aided by 2 HCA’s and a proactive administration and reception team.

We are fortunate to have a superb reputation as a training practice with our senior partner being very proactive in training and hosting GP trainees in house. We also teach students from Kings, KMMS and UCH.

The Partnership is highly supportive of all special interests that a GP may wish to develop. We use an EMIS system, supported by Ardens and are developing new models of how GP’s can be effectively supported by the wider practice team. Regular meetings are held for all clinicians and our salaried GPs are a key part of clinically leading the practice.

The main practice is situated in the centre of Westerham which is a beautiful location to work from, it has its own car park facilities and a modern premises. Sundridge is the location of our dispensary.

**Applications are welcome from a GP looking for 4 – 8 sessions; if you would like to have an informal chat or visit then please contact Tanya Shaw, Practice Manager (01959 564949) or email:** [**westerham.pm@nhs.net**](mailto:westerham.pm@nhs.net)

**JOB TITLE: LEN VALLEY PRACTICE - ADVANCED NURSE PRACTITIONER**

Len Valley Practice was created in 1900 and continues to serve a rapidly expanding rural area of currently over 10,000 patients. Our practice has an active PPG and was rated by the CQC as ‘Good’ in 2020. We are a dispensing practice, currently dispensing to approximately 60% of our patients. We are a training practice (currently have 3 GP trainers and another on the Educator pathway) and hope to become involved with teaching students from the new medical school, as well as nursing students in the near future.

We are situated in the villages of Lenham and Harrietsham to the South East of Maidstone with a great travel network accessing the M20 and mainline railway stations. We have ample free parking in the Community centre next door.

There are also local plans to develop the surrounding area with new housing developments which will no doubt expand our patient population more

Our clinical team currently consists of; 5 GP Partners, 2 Salaried GPs, an Advanced Nurse Practitioner, 1 Lead Practice Nurse, 3 Practice Nurses, 2 HCVAs and a Paramedic.

We use EMIS Web as our clinical system, with integrated products such as Docman, Doris, AccuRx, Iplato, Lexacom, ECG 24 hr BP and spirometry. We are part of The Ridge PCN.

We currently have a vacancy for a full time Advanced Nurse Practitioner to join the team and start as soon as possible.

**If you would like to know more about this role and would like an informal chat with the Practice Manager or one of the Partners, please contact our Practice Manager, Mrs Elaine Moles-Hawley on 01622 852900 or email her** [**emoles@nhs.net**](mailto:emoles@nhs.net)

**JOB TITLE: MEDICAL RECEPTIONIST**

Hildenborough and Tonbridge Medical Group are looking to recruit a part time medical receptionist at our main surgery in Hildenborough and our branch surgery at Trenchwood, Tonbridge. The successful candidate will be joining a practice with strong values and a very supportive team.

We are seeking to recruit a professional, efficient, highly motivated and flexible individual. The candidate will have a good work ethic with the ability to stay calm under pressure. A warm friendly disposition with excellent communication skills and flexibility to cover holiday and sickness are essential to this role. Experience of working in a GP surgery is desirable but not essential as full training will be given.

Part-time hours range from: 10 - 27.5 per week

For further information regarding this vacancy please email Practice Manager: [Leanne.flux@nhs.net](mailto:Leanne.flux@nhs.net)

**JOB TITLE: LEN VALLEY PRACTICE - SALARIED GP**

Len Valley Practice was created in 1900 and continues to serve a rapidly expanding rural area of currently over 10,000 patients. Our practice has an active PPG and was rated by the CQC as ‘Good’ in 2020. We are a dispensing practice, currently dispensing to approx. 60% of our patients. We are a training practice (currently have 3 GP trainers and another on the Educator pathway) and hope to become involved with teaching students from the new medical school, as well as nursing students in the near future.

We are situated in the villages of Lenham and Harrietsham to the South East of Maidstone with a great travel network accessing M20 and mainline railway stations. We have ample free parking in the community centre next door.

Our clinical team currently consists of; 5 GP Partners, 2 Salaried GPs, an Advanced Nurse Practitioners, 1 Lead Practice Nurse, 3 Practice Nurses and 2 HCA’s and a Paramedic.

We use EMIS Web as our clinical system, with integrated products such as Docman, Doris, AccuRx, Iplato, Lexacom, ECG, 24 hour BP and spirometry.

We are part of The Ridge PCN.

We currently have a vacancy for an enthusiastic, motivated, salaried GP for up to 8 sessions per week on Monday, Tuesday and Wednesday, and Thursday, starting with us as soon as possible.

Your working day will consist of face to face, telephone and video consultations, occasional home visits, administration work, sick notes, lab results, medicines management, prescriptions etc.

• We offer flexibility with late starts/early finishes to accommodate personal circumstances

• Compressed hours – surgeries within the day without long breaks in the day

• Annualised hours to allow flexibility throughout the year

• Remote administrative working

• Protected learning time

• Clinical supervision if needed

• We offer a competitive salary of 11k per session with 6 weeks annual leave and study leave on a pro-rata basis.

**Please contact the Practice Manager Elaine Moles** [**emoles@nhs.net**](mailto:emoles@nhs.net) **for an application form, further information, or to arrange an informal discussion with the senior partner Dr Andrew Reed.**

**JOB TITLE: GP PARTNER IN MAIDSTONE (flexibility on number of sessions)**

The Vine Medical Centre is a friendly, well-established and high-earning Practice. We are extremely fortunate to be located in Maidstone, in the heart of Kent, surrounded by picturesque villages. The locality offers great schooling options including grammar schools. We are looking to expand our team with a passionate and highly motivated GP Partner.

We thrive on delivering excellent healthcare to our near 13,000 patients in a holistic way by utilising our forward-thinking and innovative approach to General Practice. We are always looking for ways to make General Practice enjoyable and rewarding. We have brilliant relationships with our neighbouring Practices, and are an active member of our PCN.

Based within our purpose-built building with on-site parking, we have a vast multidisciplinary team consisting of GPs, an array of other Healthcare Professionals, and a multitude of ARRS staff. We also have an enthusiastic Nursing and HCA team, and a fantastic and supportive Reception and Administrative team.

We are a high performing and achieving practice with an exceptional reputation and a recent CQC rating of ‘Good’, and ‘Outstanding’ for Well-Led. We have an active interest in medical education and are a training practice for GP Registrars and Medical Students. Our ethos is to develop our teams’ strengths and interests, so will support your ambitions to develop special interests within your career.

If you wish to work in a happy and supportive team delivering high quality healthcare, please contact the Practice Manager, Lindsey Mulcahy ([lindsey.mulcahy@nhs.net](mailto:lindsey.mulcahy@nhs.net) , or Senior Partner, Dr Hesketh ([suginahesketh@nhs.net](mailto:suginahesketh@nhs.net) to arrange an informal visit or for further information.

The Vine Medical Centre, Maidstone, ME16 8RL Website: [www.thevinemedicalcentre.co.uk](http://www.thevinemedicalcentre.co.uk)

**JOB TITLE: ADVANCED CLINICAL PRACTITIONER- HEADCORN SURGERY**

We are looking to appoint an additional Advanced Clinical Practitioner or other suitably qualified health professional with general practice experience to join our expanding friendly and supportive team at Headcorn Surgery. You will be working 6 sessions per week on Tuesday, Thursday and Fridays in our beautiful purpose built surgery.

You will be supported and encouraged to work autonomously within your professional scope of practice providing care for patients face to face, telephone consultations and home visits. Independent prescribing qualification will be an advantage.

Our team comprises: 1 GP partner, 1 managing partner, 4 salaried GPs, 2 ACPs, 3 practice nurses, 2 HCAs and 1 phlebotomist serving an increasing list size which is currently 8,700 patients.

An enhanced DBS check, full registration and satisfactory references will be required.

Headcorn Surgery is an equal opportunities employer.

**If you are interested in this position, please complete the attached application form and return with CV to Anne Bristow, Managing Partner on** [**anne.bristow@nhs.net**](mailto:anne.bristow@nhs.net) **for an informal chat, please contact Robin Harris, ACP on** [**robin.harris@nhs.net**](mailto:robin.harris@nhs.net)

**Please visit our website:** [**www.headcornsurgery.co.uk**](http://www.headcornsurgery.co.uk)

**JOB TITLE: ADVANCED NURSE PRACTITIONER OR PARAMEDICA PRACTITIONER**

Are you working at an advanced level assessing and treating patients of all ages with undifferentiated conditions in General Practice? Have you thought of expanding your experience into general practice?

The Wells Medical Practice is an eight partner GP practice in the heart of Tunbridge Wells serving a list of 19,000 patients. We have a large team including salaried GPs, practice nurses, healthcare assistants, clinical pharmacist and admin staff. We use EMIS clinical software.

We are a highly motivated group of GPs who are actively involved in our PCN. We achieve high QOF targets and

provide high quality care by using appropriate skill mix. IT, telephone and video technology are used, but if a patient needs a face to face review or examination then this is offered as are home visits where appropriate. We are committed to staff training and development.

Although you will be expected to work independently, there are always GPs that you can call upon to discuss patients.

What we will need from you:

• Nurse Practitioner/Paramedic Practitioner ideally with recent experience working in a Primary Care environment

• Hold an independent prescribing qualification

• Proof of current UK registration with your professional body

• Proven ability to see, assess, treat and manage patients of all ages

• Ability to manage a team of practice nurses and HCAs

• High degree of IT literacy

• As a Practice we encourage all colleagues to be fully vaccinated against Covid-19. Therefore, this role may be subject to the legal requirement to be fully vaccinated against Covid-19

• Please note that offers of employment are subject to receipt of satisfactory references and a DBS check.

If you would like to talk to us for further information, or for a full, comprehensive person specification and Job Description, please contact:-

Connie Burgess, Interim Practice Manager, The Wells Medical Practice, Abbey Court, 7-15 St Johns Road, Tunbridge Wells,

Kent TN4 9TF Tel: 07850 568984. Email: [connieburgess@nhs.net](mailto:connieburgess@nhs.net) [www.thewellsmedicalpractice.co.uk](http://www.thewellsmedicalpractice.co.uk)

**JOB TITLE: SALARIED GP POSITION WITH A VIEW TO JOINING A PARTNERSHIP IN THE FUTURE**

General practice is tough these days – no doubt about it – and we could not be keener to hear what works for you as we look to replace a retiring partner this October. We are open to your suggestions.

You may not have heard of Weald View Medical Practice until now, as it is a new practice formed from an amalgamation of two very successful and popular practices in the village of Hawkhurst. This means we can be very flexible and open to how you would like your new job to be. You’ll join us at this exciting time as we design our brand new surgery with views across the weald (hence the name).

We are currently a four-partner practice (the most recent partner joined from Tunbridge Wells VTS 5 years ago). We work with two salaried part time GPs, an excellent ANP and practice nurse team too. Each partner does 4 days a week. We currently work across two sites in the same village. We also provide medical cover for the community hospital.

At Weald View you’ll join a supportive practice that is small enough to listen to your ideas (concerns and expectations!) but also big enough to carry weight within our PCN – we are currently the largest practice within the Weald PCN. You may wish to look into education of medical students, trainees or non-medical practitioners; you may wish to work at the community hospital, or you may wish to develop GPwSI services; we are all ears.

Ideally the new doctor will cover 8 sessions, and we would like to think you’d consider joining our partnership in time, but in reality, we are flexible. Our remuneration is generous.

Please contact our Executive Business Manager, Yvette Negus, on 01580 234499 for an informal discussion, and she can arrange for one of the partners to ring you at a convenient time.

In Hawkhurst, there is a door waiting for your name to be put on it! We look forward to hearing from you and please contact [practicemanager.northridge@nhs.net](mailto:practicemanager.northridge@nhs.net) for further details or to discuss.

**JOB TITLE: SALARIED GP VACANCY, WEST MALLING GROUP PRACTICE**

This is an excellent opportunity for you to take on a Salaried GP post with a forward thinking and highly thought after practice. We are a large friendly, hard-working training practice, committed to patients and staff. We also offer a whole range of enhanced services across 2 sites in close proximity to each other. Our list size is 21,400 and growing.

You will be working alongside a driven team, with highly skilled clinical staff including Advanced Nurse Practitioners and two pharmacists, supported by an experienced administrative and management team. We actively manage Docman flow and utilise PathologyGo processes to significantly reduce administrative burden on clinicians. We believe in going home on time!

The Practice offers excellent support for interest developing – offering conditions for GPs of all levels of experience to excel and enjoy professional reward.

You would enjoy being in a superb working environment – and the post would be suitable for a GP of any experience to thrive in. If you are seeking a manageable workload and a rewarding path of progression then this position is for you.

Location: Conveniently located in Kings Hill which is a between Sevenoaks and Maidstone. We are within easy reach of the M20. All the surgeries also have on site GP parking.

Key Information:

Offering 4-8 salaried sessions

Excellent QOF achievement

EMIS Web clinical system

Key Benefits

£10,500per session

NHS Pension scheme

We are looking for a team player who shows professionalism, enthusiasm and drive to succeed in a forward-thinking Practice. Please send CV to [debbiedean@nhs.net](mailto:debbiedean@nhs.net) Informal visits are available.

**JOB TITLES: PRACTICE NURSE, HCA & RECEPTIONIST/ADMINISTRATOR FOR TOWN MEDICAL CENTRE, SEVENOAKS**

Due to increasing demand we are looking to recruit 3 enthusiastic new members of staff to join our friendly team in the heart of Sevenoaks town centre.

We are a surgery of 4 Partner GPs, 1 Practice Nurse and a very supportive reception/admin team.

**Practice Nurse:** You will be working up to 6 sessions per week and ideally have experience working in General Practice and treatment room duties, including asthma and diabetic checks, although refresher training can be arranged.

Please email your CV to the Practice Manager: Jacqui Prenczek at [Jacqui.prenczek@nhs.net](mailto:Jacqui.prenczek@nhs.net)

**HCA:** You will be working up to 4 sessions per week. Your responsibilities will include a range of nursing activities including health checks, ECGs and some vaccinations. Although some training can be offered you will have completed your K Pack qualification. Please email your CV to the Practice Manager: Jacqui Prenczek at [Jacqui.prenczek@nhs.net](mailto:Jacqui.prenczek@nhs.net)

**Receptionist/Administrator**

We are seeking a receptionist to work 10-15 hours per week, with the flexibility to cover annual leave and sickness. You will have experience with Emis, although training can be given, you will also have excellent customer service and telephone skills. Please email your CV to the Practice Manager: Jacqui Prenczek at [Jacqui.prenczek@nhs.net](mailto:Jacqui.prenczek@nhs.net)

**JOB TITLE: PART TIME RECEPTIONIST/ADMINISTRATOR**

Wateringbury Surgery is a friendly and innovative semi-rural dispensing practice with a branch surgery in Larkfield. We are a three partner practice with three salaried GPs looking after a patient list of 8700. We are a friendly, hard working, supportive and caring team with a recognised high standard of care and service to our patients.

We are looking for an enthusiastic and motivated receptionist/administrator with excellent customer service skills to join our team for 10 hours per week with the flexibility to cover annual leave and sickness (essential). Working hours: Monday 08:00 -13:00 and Friday 08:00 -13:00.

A competitive salary with automatic enrolment into the NHS Pension scheme.

Please apply through NHS jobs - job reference number A1653-22-9533

For further information regarding the vacancy please contact Suzanne Large, Practice Manager – [Suzanne.large@nhs.net](mailto:Suzanne.large@nhs.net)

Please note if the successful applicant is registered at the practice they will be required to re-register.

[www.wateringburysurgery.co.uk](http://www.wateringburysurgery.co.uk)

**JOB TITLE: GP SALARIED FTC (4 – 6 SESSIONS) VACANCY WITH A VIEW TO PARTNERSHIP.**

Lonsdale Medical Centre, Tunbridge Wells. **Start date August 2022**

Come and join our flexible, stable, dynamic and cohesive team in Central Tunbridge Wells, Kent (close to train station and onsite parking). We have a growing list size of 7300 patients with 6 GP Partners, 1 ANP, 1 Clinical Pharmacist, 4 Practice Nurses, 1 HCA, supportive GP’s and a superb Administrative and Reception team. Sessional rate £10,000.

• We are a well-respected Practice offering services such as - minor surgery, women’s health, social prescribing, specialise in elderly and end of life care.

• Active member of the local Primary Care Network

• High QOF achieving Practice with a CQC rating of good.

• Clinical system – EMIS Web, workflow document management

For further information please contact: Practice Manager: [j.davis21@nhs.net](mailto:j.davis21@nhs.net)

**JOB TITLE: PARAMEDIC PRACTITIONER** Part time – 3 days per week. Fixed term contract. Salary – Depending on experience

An exciting opportunity has arisen for an experienced, enthusiastic, committed and caring Paramedic Practitioner to join our friendly team at Thornhills Medical Practice. This is a fixed term post for a minimum of twelve months with an anticipated start date of April 2022.

The successful post holder will be an experienced Paramedic Practitioner who, acting within their professional boundaries, will support the GPs through holding clinics and visiting patients within their own home. Under the supervision of the GP, provide general medical care, assessments, evaluation, referral and treatment for patients in clinics and in the community.

They will demonstrate safe, clinical decision-making and expert care for patients within the general practice. They will work collaboratively with the multi-disciplinary general practice team to meet the needs of patients, supporting the delivery of policy and procedures, and providing support to GP’s and practice team as required.

Thornhills is a highly regarded, 8 partner training practice with a happy established workforce. We prioritise high quality patient care and team work, whilst ensuring manageable workloads and offering flexible working patterns, personal development and education.

To find out more about the Practice and vacancy visit our website: <http://www.thornhillsmedical.nhs.uK> For informal enquiries or to apply with your CV and covering letter please contact Julie Gorner or Suzanna Gozdanovits at [enquiries.thornhills@nhs.net](mailto:enquiries.thornhills@nhs.net) or 01732 849980.

**Will you be the next member of our growing clinical team at Edenbridge Medical Practice?**

**We are looking for an enthusiastic GP to join our team for maternity cover of 1 year.**

We are seeking a GP for four sessions a week to work on Tuesday’ and Friday starting at the beginning of July.as soon as possible.

Opportunities are available for GPs with extended roles and as a Practice we actively seek ways in which to support staff development.

We are passionate about delivering high quality healthcare to our 13000 patients by combining traditional list-holding family medicine with more innovative primary care roles including nurse practitioners, first contact physiotherapists, clinical pharmacists, paramedics and GP assistants.

Plans are currently well underway for a purpose-built, combined GP and community health facility in the near future, from which we will deliver more joined-up community care.

We are a dispensing practice, offering a very competitive income, using Emis Web and were recently rated as ‘good’ in all areas by the CQC. We are well represented within local networks, with GPs in the practice having leadership roles at PCN and CCG level.

For more information or to apply for this role please contact Karen Copping the Practice Manager and send your CV to [karen.copping3@nhs.net](mailto:karen.copping3@nhs.net)  Salary competitive

**JOB TITLE: MEDICAL ADMINISTRATOR**

Hildenborough and Tonbridge Medical Group are looking to recruit a full-time medical administrator based at our main surgery in Hildenborough, Tonbridge. The successful candidate will be joining a practice with strong values and a very supportive team.

We are seeking to recruit a professional, efficient, highly motivated and organised individual. The candidate will be responsible for undertaking a wide range of administrative duties and processing of information (electronic and hard copy) in a timely manner. Experience of working in a GP surgery and particularly using EMIS software is desirable but not essential as full training will be given. The candidate will have a good work ethic with the ability to stay calm under pressure. A warm friendly disposition with excellent communication skills are essential to this role.

For further information regarding this vacancy please email Practice Manager: [Leanne.flux@nhs.net](mailto:Leanne.flux@nhs.net)

**JOB TITLE: FULL TIME PRACTICE BUSINESS MANAGER, BOROUGH GREEN MEDICAL PRACTICE BOROUGH GREEN MEDICAL PRACTICE**

**About Us:** We are a highly regarded, high achieving, dispensing practice situated in a village location which offers excellent patient access. We provide care to over 15,000 patients and have 8 Partners, a salaried doctor and a committed and loyal team of over 50 staff. Additionally, as a training practice we usually have two Registrars working with us at any one time. You can view our highly positive patient feedback on our NHS Choices review page. Additionally, we provide specialist ENT, gynaecology, vasectomy and skin surgery services. We offer a happy, friendly, supportive, well- structured working environment. We have a good rating from the CQC

**What we are looking for:** We are seeking a business manager to be responsible for managing all day to day elements of our complex, ever-evolving business and to play a vital role in supporting the practice partners and providing leadership for the rest of the team. You will receive support from our team of experienced department managers.

**Essential qualities and experience:** Experience in general practice management is desirable but not essential for this role but you will ideally have experience in HR and employment law, IT, financial management (including using accounting packages, payroll and pensions), compliance with external standards, data protection and staff and operational management.

You will be a problem solver who is well organised, resilient, flexible, approachable, pragmatic and calm and be able to demonstrate organisational and business management skills as well as strong people management and interpersonal skills. You will need to have a focus on ensuring value for money and will have responsibility for ensuring the practice meets all of its targets and maximises income.

**Further information:** Salary is dependent on experience.

Please send your CV and a covering letter detailing why you would be suitable for the post to [sue.howe@nhs.net](mailto:sue.howe@nhs.net) If you have any questions you can call Sue, our current Business manager who is retiring, on 01732 883161 (select admin option)

**Closing date: 30th April 2022**

**JOB TITLE: TONBRIDGE MEDICAL GROUP ARE LOOKING TO RECRUIT A 6 SESSION SALARIED GP**

Tonbridge Medical Group is a dynamic, well-established GMS practice in the town of Tonbridge, Kent. We are a forward-thinking, friendly, and supportive surgery, with a list-size of over 17,000 patients, working in brand new state of the arc building in the centre of Tonbridge.

We have a team of 9 Partners, 6 Salaried Doctors, 5 Practice Nurses, 3 HCAs, and supportive admin team. We are a training practice and part of the Tonbridge PCN.

Tonbridge has excellent road and rail links to Ashford, Canterbury, Folkestone and London. The practice is in a beautiful location by the river Medway, a short walk from the high street and shops.

Benefits:

Cycle to work scheme

Flexible schedule

On-site parking

Sick pay

NHS Pension

Employee Assistant Programme

**Application deadline: 02/05/2022**

Please email your C.V to Tonja Delafons, Practice Manager – [tonja.delafons@nhs.net](mailto:tonja.delafons@nhs.net) telephone 01732 371599 for more information.

Informal visits are available.

**JOB TITLE: PARAMEDIC PRACTITIONER REQUIRED AT ST ANDREW’S MEDICAL CENTRE, SOUTHBOROUGH**

We are looking for a paramedic practitioner or ANP to cover long term absence until 2023.

The hours are Wednesday and Thursday, working 12 hours a week. Ability to home visit and independently prescribe preferred.

Our team is built on the principles of providing friendly, caring and compassionate healthcare to all. We are an EMIS Web based practice, serving 9000 patients. We also use Docman 10, AccuRx, eConsult, iPlato, have in-house 24-hour BP monitoring and are always keen to explore new technologies as well.

Key benefits at SAMC include:

Impressive brand new, purpose-built, high-tech premises opening up a wealth of opportunities for the practice to develop and expand!  The new centre will enable us to explore new concepts of care, offering a plethora of services to the local community and to create a working environment that will help all members of the team to flourish.

Focus on staff communication – morning ‘huddles’ (covid secure of course!), daily updates, practice meetings in PLTs, practice socials etc

Excellent in house supportive clinical pharmacist and pharmacy technician team, who are also supported by the PCN pharmacy/technicians as well

Diabetic specialist practice supported by our Diabetic Specialist Nurse who runs National courses in diabetes.

In house insulin specialist clinicians

In house prescribing paramedic practitioner

Minimal home visits due to our paramedic practitioner

Visiting ophthalmology and ENT specialists running weekly clinics

Open to career pathway development with creation of portfolio careers amongst GPs

Pathway in place to become training practice, supporting medical students also (one partner is GP Fellow with Kent and Medway Medical School)

We are actively involved within Tunbridge Wells PCN with daily access to First Contact Physios, Physician assistants, paramedic practitioner etc

Improved access carried out by PCN clinical practitioners so reduced doctor input

 And the key benefits of coming to Southborough?

 Recently featured in The Sunday Times’ ‘The UKs Top 23 towns to live in” at Number 3:

*“In the High Weald Area of Outstanding Natural Beauty between Tonbridge and Tunbridge Wells, Southborough is a little-known town that has been attracting attention during the pandemic. According to Savills estate agency, properties — roomy, family semis — now command a 30 per cent premium above the county average, and prices have risen 17 per cent since 2019. There is a new civic centre with theatre, library and doctors’ surgery to bolster the array of shops, including an independent butcher and baker. The smartest area to live is close to the common (where the sound of leather on willow has resounded for 200 years). Families are drawn to the schools: Southborough Chuch of England Primary School is rated good by Ofsted, with nearby*[*Tunbridge Wells Girls’ Grammar School*](https://st.hitcreative.com/education/parent_power_jQyGusnEbsIgkbrC/ParentPower/school/id/83700/table/34/tunbridge-wells-girls-grammar-school)*rated outstanding and the*[*boys’ grammar school good*](https://st.hitcreative.com/education/parent_power_jQyGusnEbsIgkbrC/ParentPower/school/id/83963/table/34/tunbridge-wells-grammar-school-for-boys)*. It is a short drive up the A26 to Tonbridge railway station with fast services into London (30 to 40 minutes to London Bridge)”.* We would love to meet you and show you around our surgery that we are really proud of! For an informal chat or to arrange a visit to the practice, please contact Sue Saunders, Practice Manager on 01892 320863 or email [pm.standrews@nhs.net](mailto:pm.standrews@nhs.net) **Closing date 30th April 2022**

**JOB TITLE: MEDICAL RECEPTIONIST (FULL OR PART-TIME) *Between £9.50 to £9.65 per hour***

Would you like to join our outstanding and dedicated reception team based in the heart of Tunbridge Wells?

We are looking for a flexible Medical Receptionist to cover afternoon (1.30pm-6pm) & morning shifts (7.30am- 1.30pm). Monday to Friday – various shifts available.

Relevant experience would be useful but training will be given. If you are quick to learn, have the resilience to meet the challenges of a pressurised environment, energetic but calm, people-oriented, computer-literate, adaptable and good humoured, this could be your ideal opportunity.

For further details please e-mail Practice Manager: [j.davis21@nhs.net](mailto:j.davis21@nhs.net) Lonsdale Medical Centre, Tunbridge Wells.

**JOB TITLE: SALARIED GP POSITION**

St John’s Medical Practice is looking for a motivated and enthusiastic salaried GP to join our friendly, caring and expanding team. St John’s Medical Practice is situated in close proximity to Sevenoaks Town Centre with good access to the M25 and rail links, nearest station is a 10-minute walk away. We are recruiting for 11 sessions in total, for 2 candidates full/ part time, to help deliver excellent patient care.

Our clinical team currently consists of; 2 GP Partners, 1 Salaried GP, an Advanced Nurse Practitioner, 2 Practice Nurses and 1 . The team is supported by a practice Pharmacist, Administrative and Reception teams serving a list size or 9100 patients.

We use EMIS Web as our clinical system, with integrated products such as Docman10, Doris, AccuRx and Iplato. We offer:

• Sessions a mixture of telephone and e-consultations with F2F on a clinical need/patient request basis

• Clinical Pharmacist and Social Prescriber support

• Excellent clinical, management and administrative support teams

• Support to develop an area of interest and career progression

• Exciting opportunity to develop and expand the practice

• Active member of Sevenoaks PCN

• 6 weeks holiday and 1 week study leave pro rata

• Competitive salary

• Free onsite parking

For further details contact Practice Manager: Bridgette Gallaway-Meyer [bridgettegallaway-meyer@nhs.net](mailto:bridgettegallaway-meyer@nhs.net)

**JOB TITLE: GP PARTNER 6-8 SESSIONS – BEARSTED MEDICAL PRACTICE**

A rare opportunity has arisen to join Bearsted Medical Practice as a 6-8 session GP Partner. We’re a friendly and supportive 9 Partner practice looking for a new GP to join our enthusiastic team.

Based in the pretty semi-rural outskirts of Maidstone, Kent, we provide a high level of care for 15,200 registered patients. We are a training practice and also run a dispensary for 2000 dispensing patients.

Our team consists of 9 GP Partners, 2 registrars, 2 paramedics, a clinical pharmacist, 5 nurses and 3 HCAs. We have a strong sense of working together with our administrators and receptionists playing a vital role in supporting the clinical team on a daily basis.

We operate a daily triage system to ensure that care is prioritised based on clinical need. The clinical system is EMIS Web and we use Docman, Doris and accuRx. Clinical sessions involve both face-to-face and remote appointments.

The practice is part of The Ridge Primary Care Network, which incorporates practices at Lenham, Sutton Valence, Headcorn and Langley.

For further information or to arrange an informal visit, please contact Practice Business Manager Steve Hodgson – [steve.hodgson@nhs.net](mailto:steve.hodgson@nhs.net)

**JOB TITLE: SALARIED GP (4-6 SESSIONS PER WEEK)**

Yalding Surgery, Burgess Bank, Benover Road, Yalding, Maidstone, Kent. ME18 6ES

T. 01622 814380 W. [www.yaldingdoctors.nhs.uk](http://www.yaldingdoctors.nhs.uk)

· Village dispensing practice

· Excellent links to the local community

· Highly rated local schools

· List size 6900

· Leave – 6-weeks + 1 week study leave

· High QoF achievement and remuneration

· Modern purpose-built premises

· Active MDT & extended Primary Care Team

· Minor surgery, women’s health and in-house private counselling and osteopathy

· Support from the “Friends of Yalding Surgery”

· Active PPG

Please apply by letter with full CV to Ms J Spouse, Practice Manager or by e-mail to [jayne.spouse@nhs.net](mailto:jayne.spouse@nhs.net)

The ideal candidate will form part of a very friendly, supportive and dedicated team, much loved by the local community, working in a dispensing practice on the outskirts of Maidstone.  
Core duties will involve seeing and treating patients, both routinely and as part of a shared on-call rota, administrative duties (Docman, etc), home visits and involvement in various MDTs.  
We are looking for someone who is enthusiastic about general practice, with a strong work ethic and strong sense of team participation.  
Our clinical team consists currently of four doctors and one paramedic practitioner. We work closely with two nurses, one nurse assistant practitioner and one healthcare assistant.  
We are supported by a fantastic team of secretaries, receptionists and dispensary staff.  
We have a strong work ethic and go above and beyond for our patients and for each other. We are also forward-thinking practice and open to new ideas and opportunities.

***For current vacancies, items for the newsletter or general feedback,***

***please send to:***

[***kmccg.wkentraininghub@nhs.net***](mailto:kmccg.wkentraininghub@nhs.net)