**East Anglia Foundation School**

**Individual Placement Description**

**Norfolk and Norwich University Hospital NHS Foundation Trust**

All information to be completed by the Foundation School.

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| Placement | Foundation House Officer Haematology |
| The department | 6 Consultants1 CMT1 Specialty Doctor3 SpR/StR’s1 F2 In-patient care takes place in a dedicated haematology/oncology unit with isolation facilities at the Norfolk and Norwich University Hospital. Day cases e.g. top-up transfusions, chemotherapy, bone marrow procedures and lumbar punctures are carried out in the adjacent day unit. The unit functions at BSH level 3 care for haematology (including autologous stem cell transplants) and is a haemophilia centre.Duties will include the day-to-day management of inpatients and day case patients, (and may include the administration of blood products and obtaining bone marrow aspirates and trephine biopsies and lumbar punctures for which full training will be given) and attendance at out-patient clinics. Attendance at multidisciplinary team meetings is encouraged and there are opportunities for laboratory sessions and medical student teaching. The service is well supported by trained specialist oncology and haematology nurses, a transfusion nurse practitioner and 6 anticoagulant specialist nurses.  |
| The type of work to expect and learning opportunities |  |
| Where the placement is based | Norfolk and Norwich University Hospital |
| Clinical Supervisor(s) for the placement | (If information available at this time) |
| Main duties of the placement | Clinical:The admission and treatment of emergency admissions for your speciality Clerking (i.e. full history and examination) and day to day management of the inpatients for whom you are responsible.Arrangement of investigations such as blood tests, X-rays and ECGsInvestigation and management of tertiary referral patients under the care of the department. Practical procedures e.g. Insertion of venflons, catheters, nasogastric tubes etc Documentation of patients’ progress in the hospital notes.Obtaining consent for procedures subject to Consent PolicyCommunication:Close liaison with other members of the team and your Consultant(s) educational supervisors concerning the care of your patientsCommunication with patients, relatives, nurses, GPs and other colleagues.Handover of patient information between shifts Referral of patients to other teams Discharge notification Death notification.Education/Audit/Governance:Attendance at departmental meetings and educational seminarsSupervision of medical students. Participation in audit programmes and contributing to the research activities of the department where possible. Maintaining professional standards as outlined in the GMC document 'Maintaining Good Medical Practice'Application to lifelong education and learning and evidences in FP ePortfolioThe doctor in training also accepts that they will perform duties in occasional emergencies and unforeseen circumstances at the request of the appropriate consultants, in consultation, where practicable, with his colleagues, both senior and junior. It has been agreed between the professions and the department that while juniors accept that they will perform such duties the Secretary of State stresses that additional commitments arising under this sub-section are exceptional and in particular juniors should not be required to undertake work of this kind for longer periods or on a regular basis. |
| Typical working pattern in this placement | All rotas are EWTD compliant, Full Shift and banded appropriately.You will work a number of different shifts, examples of which are below:

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| **Work Pattern** | **Start** | **Finish** |
| NWD  | 09:00 | 17:30 |
| Full Shift  | 08:00 | 17:00 |
| Full Shift  | 11:00 | 21:00 |
| Annual Leave  | 09:00 | 17:00 |
| Full Shift  | 08:00 | 21:00 |
| Full Shift  | 20:30 | 08:30 |
| NWD  | 08:00 | 21:00 |
| NWD  | 08:00 | 14:00 |

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| Employer information | The Norfolk and Norwich University Trust was first established on 8 February 1994 and was authorised as an NHS Foundation Trust on 1 May 2008. It comprises the Norfolk and Norwich University Hospital and Cromer Hospital. Traditionally it has provided acute services to an area of approximately 1,200 square miles from Wells-next-the-Sea on the north coast of the county to Thetford in the south and from Fakenham in the west to Acle in the east. This is an acute teaching Trust providing comprehensive general and specialist services for a population of up to 750,000 on two sites; the 987- bed Norfolk and Norwich University Hospital (NNUH) and Cromer Hospital on the north Norfolk coast.  The Trust's annual income in 2008/09 was £331M.  In the year 2008/09, the Trust treated 131,184 in-patients and day patients, 454,732 out-patients and 85,483 A&E patients.  Norfolk and Norwich 21st Century HealthcareThe Norfolk and Norwich University Hospital became operational in late 2001 and the new teaching hospital and state-of-the-art health care facilities it offers have attracted a great deal of attention, locally nationally and internationally. Delegations from around the globe have come to Norwich to study how to design and run a modern, flexible, state-of the-art hospital. Our visitors have come from health services as far a field as Japan, China, Malaysia, Canada, Netherlands, Norway, Sweden and Estonia.That growing international recognition of what is being in acute healthcare services for the people of Norfolk has been mirrored by recognition within the UK of the modernising steps being taken within the Trust. The Norfolk and Norwich University Hospital has consistently been named as one of the country’s top-performing hospitals by healthcare analysts Dr Foster and enjoys very positive patient feedback through the Healthcare Commission patient surveys.The story of the Norfolk and Norwich University Hospitals NHS Foundation Trust is the story of an expanding, innovative NHS; committed to reform and improvement in a modern hospital environment that benefits both patients and hospital staff.We stand for more than just a busy, modern teaching hospital. We firmly believe in caring as best we can for our patients, not just treating them, and we believe in developing our staff throughout their careers in order to increase their skills, knowledge and job satisfaction. After all, it is our staff who every year treat more then 600,000 patients drawn from Norfolk, surrounding counties and other parts of the country, and without our staff, none of the progress we are making would be possible.Cromer Hospital remains a vital part of the Norfolk and Norwich University Hospital NHS Foundation Trust and provides North Norfolk residents with expanding services including outpatient clinics, day procedures, pre-admission clinics, endoscopy services and a minor injuries unit. Originally founded in 1932, the Hospital continues to enjoy a reputation for providing excellent care for our patients, who appreciate the warm and friendly atmosphere of their local hospital. This will be maintained within plans for the new £16 million Cromer Hospital which is due to be completed in 2012. |

It is important to note that this description is a typical example of your placement and may be subject to change.