

Vacancy Bulletin

September 2020

Sheffield
LMC



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**GP PARTNER
HOLLIES MEDICAL CENTRE**
www.theholliesmc.co.uk

An exciting opportunity has arisen for a GP Partner to join the team at Hollies Medical Centre, due to a retirement. The GP partners are proactive and lead in areas of interest.

We are a dynamic Training practice with almost 10,000 patients, with an expanding multidisciplinary team, with a very supportive nursing, management and administrative team. We are based in recently refurbished premises in Nether Edge, S11.

We are consistently voted in the top of Sheffield's GP practices for patient care. We continue to develop new health care roles with a Pharmacist and a Physician Associate joining the team.

We are an active member of our community and the Porter Valley Primary Care Network with a strong Training history, Care Home record and are involved in the development of shared clinical roles.

- TPP SystemOne clinical system;
- High QOF achievers;
- Informal visits encouraged – let us know and we can arrange socially distanced coffee.
- Introducing AccurRx patient consult;
- Sessions and days for discussion;

Please contact Fran Draper Practice Manager, with CV and covering letter: Email: fran.draper@nhs.net. Tel: 0114 255 0094.

Closing date 30 September and Interviews 7 October.

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**SALARIED GP / GP PARTNER
NORFOLK PARK MEDICAL PRACTICE**

Minimum of 5 sessions per week

An exciting opportunity has arisen to join the team at Norfolk Park

We are a friendly practice which relocated to a new LIFT building in Central Sheffield in November 2012. We are committed to providing high quality primary care. CQC rating GOOD in April 2018. We have a long standing, stable clinical team along with a very supportive admin and reception team. We are working on population health and neighbourhoods. Co-located Primary Care network with:

- Community Nursing Teams based on site;
- Community Midwife;
- SystmOne clinical system;
- IAPT Team;
- Health Trainer and CSW;
- High QOF achievers.

Informal visits encouraged. Please forward your CV to Mrs Sharon Gregory, Practice Manager, email: sharon.gregory1@nhs.net.

Closing Date: Ongoing.

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SALARIED GP
THE MATHEWS PRACTICE
www.TheMathewsPractice.co.uk

4 – 8 sessions

We are an exciting practice with 2 sites serving diverse areas of Sheffield which gives lead to a challenging but extremely rewarding patient population. We are working hard, with a clear commitment to provide a high standard of care to our patients. We need enthusiastic, forward thinking, team players who strive to provide excellent patient care to help us achieve this aim. We are recruiting to expand our progressive, forward thinking practice model.

- List size – 8300;
- 6 weeks annual leave/1 week Study pro-rata;
- Supportive and enthusiastic Management team;
- Private car park with ample parking;
- Commitment to training and development of our clinicians;
- SystmOne clinical system;
- Excellent Administrative and back office support;
- Nursing and clinical support;
- Committed and enthusiastic approach;
- Possible view to partnership.

For more information about our practice please speak with the practice manager Andy Moore – 0114 2584952. Informal visits are welcome. Please apply in writing with your CV and cover letter to Andy Moore, The Mathews Practice, Belgrave medical Centre, 22 Asline Road, S2 4UJ. Andrew.moore20@nhs.net.

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SALARIED GP
BASLOW ROAD, SHOREHAM STREET & YORK ROAD SURGERIES
 (Three site practice)

Do 15 minute GP appointments sound appealing?

We are a friendly practice looking to recruit an enthusiastic and committed doctor to join our 4 Partner, 4 salaried GP, 3 ANP team with nurses and health care assistants working on all sites.

We have transitioned to 15-minute GP consultations long before COVID, in recognition of the increasing complexity of modern day general practice and, additionally, we have increased our capacity with experienced ANPs. We have embarked on enhancing our practice nurse and clinical pharmacist roles in the active management of chronic diseases and pride ourselves in offering the highest clinical standards of care to our patients and the right work life balance for our staff.

- 6 sessions per week with flexible/home working facilities;
- Consistent high QoF achievement;
- Two branch sites;
- Competitive Salary;
- MPS Indemnity.
- GMS Practice;
- List Size 12,600;
- SystmOne Clinical System;
- NHS Pension Scheme;

We encourage applicants with an interest / expertise in safeguarding and quality improvement, and have opportunities for training and mentoring for candidates with an interest in this area.

Whilst keen for an early appointment we are prepared to wait for the right candidate!

Please contact Lisa Ripley, Practice Director on 07762 124380 for further information or send your current CV to lisa.ripley@nhs.net.

Closing date: dependent on interest.

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**SALARIED GP
STONECROFT MEDICAL CENTRE**

We are looking for a part time enthusiastic, forward thinking Salaried GP to join our practice team. 3 sessions - Tuesday am & pm, Friday am.

- GMS Contract;
- Consistently high QOF Achievement;
- Paper light, SystmOne practice.
- Flexible clinic times;
- 4100 patients;
- Participating in LES/DES;
- Flexible for school holidays;

If you would like further information or to arrange an informal visit to the practice, please telephone Sarah Grant 0114 2398575.

To Apply: Please send CV and covering letter to Sarah Grant, Stonecroft Medical Centre, 871 Gleadless Road, Sheffield, S12 2LJ, or email sarahgrant1@nhs.net.

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**SALARIED GP
RICHMOND MEDICAL CENTRE
Maternity Cover**

We are a friendly, forward looking practice in the south east of Sheffield, looking for an enthusiastic doctor to join our well organised and supportive team to cover maternity for approximately 12 months.

START DATE: Mid December 2020.

- Purpose built premises;
- Training Practice;
- SystmOne Clinical System;
- The successful applicant will not be expected to do on-call duties;
- 6 weeks annual leave / 1 week study leave pro rata.
- 4 Partners;
- Full nursing support, including HCA;
- List size 9000;
- 5-6 sessions per week ideally over Tuesday, Thursday and Friday;

Salary dependent on experience and agreed duties.

For further information about our practice, please visit our website: www.richmondmedicalcentre.co.uk or contact the surgery - Denise Brookes on 0114 2645766, denisebrookes@nhs.net.

To apply please send your CV and a covering letter highlighting your availability and interest to: Denise Brookes, Richmond Medical Centre, 462 Richmond Road, Sheffield S13 8NA or via email as above.

Date for interviews not as yet set.

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**ADVANCED NURSE PRACTITIONER
THE MATHEWS PRACTICE
www.TheMathewsPractice.co.uk**

A new exciting opportunity has arisen for an Advanced Nurse Practitioner to join our friendly and hardworking team.

We are an exciting practice with 2 sites serving diverse areas of Sheffield which gives lead to a challenging but extremely rewarding patient population.

We are working hard, with a clear commitment to provide a high standard of care to our patients.

We need enthusiastic, forward thinking, team players who strive to provide excellent patient care to help us achieve this aim.

We are recruiting to expand our progressive, forward thinking practice model.

- List size – 8300;
- 6 weeks annual leave/1 week Study pro rata;
- Supportive and enthusiastic Management team;
- Committed and enthusiastic approach;
- Commitment to training and development of our clinicians.
- SystmOne clinical system;
- Excellent Administrative and back office support;
- Private car park with ample parking;
- Negotiable hours and flexible working;

For more information about our practice please speak with the practice manager Andy Moore – 0114 2584952. Informal visits and chats are welcome.

Please apply in writing with your CV and cover letter to Andy Moore, The Mathews Practice, Belgrave Medical Centre, 22 Asline Road, S2 4UJ. Email Andrew.moore20@nhs.net.

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GP SURGERY CARE CO-ORDINATOR MANAGER (RECEPTION)
BASLOW ROAD, SHOREHAM STREET & YORK ROAD SURGERIES
(based primarily at Baslow Road, Totley, Sheffield, South Yorkshire)

GP Reception Care Co-ordinator Manager required for busy medical practice with immediate start; **previous reception management experience essential.**

We are a 3 site SystmOne practice with 8 GPs looking for someone with a happy enthusiastic nature, a good work ethic and a keen eye for detail as well as someone who can forward plan and “think outside of the box”.

The successful candidate will enjoy leading a team of receptionist/care co-ordinators; have experience of General Practice and at least one year’s experience of line management.

You will be part of the team working with patients, undertaking a variety of roles including rota planning, sickness monitoring and staff appraisals. Flexibility is a key attribute in this role as it is a very reactive position. Close working with Operations Manager and Practice Manager. Excellent communication skills essential.

30 – 37 hours per week.

Salary: dependant on experience.

Please e-mail your letter of application and CV to lisa.ripley@nhs.net or send to: Lisa Ripley, Group Practice Director, 148 Baslow Road, Totley, Sheffield S17 4DR.

Closing date for applications: 30 September 2020.

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GP SURGERY CARE CO-ORDINATOR (RECEPTION) WITH FUTURE DEVELOPMENT
BASLOW ROAD, SHOREHAM STREET & YORK ROAD SURGERIES
(based primarily at Baslow Road, Totley, Sheffield, South Yorkshire)

GP Reception Care Co-ordinator and Care Co-ordinator Manager required for busy medical practice with immediate start; previous reception experience essential.

We are a 3 site SystmOne practice with 8 GPs looking for someone with a happy enthusiastic nature, a good work ethic and a desire to learn and develop.

The successful candidate will enjoy working with patients, will learn to undertake a variety of roles and be flexible in their approach to team working and **must be IT literate with excellent communication skills.**

Duties will include meeting/greeting patients, receiving telephone calls, maintaining and updating confidential records via computerised systems and general administrative work associated with General Practice.

16 - 30 hours per week. Flexible working is essential as the hours will increase regularly in order to provide cover during leave periods and busy times.

Salary: dependant on experience.

Please e-mail your letter of application and CV to lisa.ripley@nhs.net or send to: Lisa Ripley, Group Practice Director, 148 Baslow Road, Totley, Sheffield, S17 4DR.

Closing date for applications: 30 September 2020.

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**RECEPTIONIST
BURNGREAVE SURGERY**

Maternity Cover

We are looking for a confident, dynamic person to join our reception team at Burngreave Surgery for a year as maternity cover.

The successful candidate will have excellent empathy skills and a willingness to go the extra mile for our patients. They should be flexible and committed to being a good team player. Experience in a GP surgery would be a bonus, but not essential. IT skills are essential and some form of telephony experience would be beneficial. Being fluent in a foreign language would be advantageous although not essential. 18 hours per week.

Please apply with your CV and covering letter. For more information, contact lisa.platts@nhs.net / 01142725619.

Closing date 18:09:2020.

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Please forward any adverts for inclusion in the LMC vacancy bulletin to
adminassistant@sheffieldlmc.org.uk

Submission deadlines can be found at
<https://www.sheffield-lmc.org.uk/website/IGP217/files/Newsletter%20&%20VB%20Deadlines%202020%20.pdf>

Contact details for Sheffield LMC can be found at:

Executive Officers: <http://www.sheffield-lmc.org.uk/page1.aspx?p=13&t=1>

Secretariat: <http://www.sheffield-lmc.org.uk/page1.aspx?p=13&t=2>