

JOB DESCRIPTION & PERSON SPECIFICATION

CONSULTANT OBSTETRICIAN & GYNAECOLOGIST

REF 09/26-VAC

Locum Specific Purpose - Full Time *2

Duration 6- 12 Month

The Coombe Hospital

PERSON SPECIFICATION**Job Title: Consultant Obstetrician & Gynaecologist- Locum Position****Department: Obstetrics & Gynaecology****Report to: The Coombe Hospital - Master/CEO & Chief Clinical Operations Officer**

FACTOR	ESSENTIAL	DESIRABLE
Qualifications	Applicants must be registered as a Specialist in the Specialist Division of the Register of Medical Practitioners maintained by the Medical Council of Ireland in the speciality of Obstetrics and Gynaecology. For the purposes of eligibility for entry to any competition or recruitment process associated with this post, a candidate cannot be appointed as a Medical Consultant unless (s)he is registered as a Specialist in the Specialist Division on the Register of Medical Practitioners maintained by the Medical Council of Ireland before taking up appointment. Applicants must possess the MRCPI /MRCOG or a qualification equivalent thereto. This new post will facilitate the delivery of Obstetrics and Gynaecology services to the Coombe Hospital	• Candidates will ideally have a higher degree such as an MD or a PhD. Uro Gynaecology desirable not essential
Experience	Expertise in the provision of Obstetric and Gynaecological care	
Skills/ Abilities/ Knowledge/ Understanding	• Strong leadership skills • Ability to liaise with colleagues on a range of issues and work effectively within a team • Knowledge and understanding of the services provided at The Coombe Hospital • Ability to plan and organise effectively. • Excellent communication, influencing and interpersonal skills, including the ability to build and maintain relationships. • Resourceful and resilient • Openness to change. • Honesty and integrity. • Caring and empathetic. • Knowledge of current clinical, professional, quality and audit guidelines and processes.	

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Department: Obstetrics & Gynaecology

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About the Coombe Hospital

Established in 1826, The Coombe Hospital is a tertiary-referral voluntary teaching hospital with national, regional and area responsibilities for ensuring optimal health of mothers, women & newborns. The Hospital is the largest provider of women & newborns healthcare in the Republic of Ireland and indeed one of the largest in Europe. It is recognised for tertiary services including maternal and fetal medicine, neonatology, gynaecology and peri-operative medicine (caring for almost 9,000 women, with more than 1,000 neonatal admissions and almost 6700 gynaecology operations per annum).

It is part of the Dublin and Midlands Region and is aligned with the National Women & Infants Health Programme (NWIHP), the HSE Clinical Programme in Obstetrics & Gynaecology, and the HSE Clinical Programmes of Paediatrics and Neonatology.

In 2023, the hospital established a specialist epilepsy clinic with an obstetrician who is trained in maternal medicine. The Coombe Hospital Maternal Medicine clinic is the largest in Ireland, providing care across all medical specialties but in particular, haematology, cardiology, neurology, nephrology and rheumatology. The hospital also provides infectious disease, addiction and endocrine (inclusive of diabetes) clinics.

The Hospital has a substantial academic portfolio in terms of multidisciplinary education, research and training, with medical students from Trinity College Dublin, University College Dublin and the Royal College of Surgeons in Ireland, and postgraduate Non-Consultant Hospital Doctors, in addition to midwifery and neonatal nursing students. The Hospital hosts three University Departments of Obstetrics & Gynaecology, the National Cellular and Molecular Cytopathology Training School and the Hub Centre for Continuing Midwifery Education in the Greater Dublin Area.

2022 marked the first year of the Hospital's strategic plan 2022 - 2026 which was developed with the Master, the Board of Guardians and Directors and the Executive Management Team in collaboration with hospital staff and other stakeholders. This strategy continues to set the direction of the hospital, underpinned by the commitment to its purpose of providing specialist care for women and newborns putting their needs at the heart of everything we do. Our core values are empathy for all, teamwork, dignity and respect, people at the heart of everything we do and always striving to be at our best. Our vision is to be a nationally and internationally recognised leader in healthcare for women, newborns and their families.

Contract Details

This is a consultant appointment on a **Public Only Contract 2023** with a commitment of **37 hours per week** in The Coombe Hospital under the Consultant's Contract 2023

The Public Only Contract 2023 provides for a normal working week of 37 hours. This 37 hour commitment will normally be scheduled to occur between 8.00 am and 10.00 pm on rostered Mondays to Fridays and between 8.00 am and 6.00 pm on rostered Saturdays. or as outlined in section 13 of the Consultant Contract March 2023. The normal duties for the post as outlined in the documentation and agreed by the HSE.

The successful candidate duties will include the following:

- Will work in the Coombe Hospital as part of a multidisciplinary team under the direction of the Master/CEO & CCOO.
- Provision of and oversight for obstetrics and gynaecology for The Coombe Hospital .
- It will offer a streamlined service to the women who attend for obstetrics and gynaecology.
- Will offer a strong professional network across TCH MDT meetings
- Will provide obstetrics and gynaecology services in the most appropriate clinical setting delivered by the most appropriate personnel.
- Will possess the necessary skill-mix to address current deficiencies.
- Responsibility for organisation and development of obstetrical and gynaecological services at The Coombe Hospital.
- Responsibility for education, training and involvement in audit in relation to these services.
- On call commitments.
- Responsibility for improving the access of women to:
 - Improve access to both at assessment and treatment levels of gynaecology both acute and chronic.
 - Obstetrics and Gynaecological OPD services – special interest in benign gynaecology desirable.
 - Surgery (Ambulatory, day case, inpatient)
 - Labour ward service and on call services
- Involvement in Clinical Audit Committee and Ethics Committee as required.
- Will provide clinical leadership in MDT context - hand-over, ward-rounds, clinical risk & morbidity/mortality
- Conferences, teaching, training and audit.
- Ward Rounds
- Labour Ward
- On call services
- Multidisciplinary Skills and drill training, Risk Management and Quality Improvement strategies.
- Provide support for primary care services.
- Continuous Professional Development
- Will conduct ward rounds (including Labour ward and HDU) - senior decision maker, enhanced efficiency and safety.
- Provision of out-patient care obstetric and gynaecological care
- Provision of in-patient care obstetric and gynaecological care
- Provision of antenatal, intrapartum and postnatal care
- Provision of surgical care across obstetrics and gynaecology
- Participation in the emergency obstetrical and gynaecological care on-call rota

Background to the Post

The post has been developed in the context of the National Women and Infants Health Programme, the National Clinical Programme in Obstetrics & Gynaecology, the recommendations of the Institute of Obstetricians & Gynaecologists, "Creating a Better Future Together, National Maternity Strategy 2016-2026" and "HIQA Standards Safer and Better Maternity Services". This post forms a very important part of the hospital's overall plan to lead and deliver Obstetrics and Gynaecology Services. The hospital has an extensive gynaecology service, including ambulatory gynaecology , and with increased demand for gynaecology services, this post has the capacity to increase the number of women cared for. Progression of the plans for the new Theatre Development remains essential to increase the overall capacity for Gynaecology and this has been brought to design phase. The hospital continues to work with HSE Estates in this regard.

This post-holder will have:

- Responsibility for organisation and development of obstetrical and gynaecologist services at The Coombe Hospital.
- Responsibility for education, training and involvement in audit in relation to these services.
- On Call Commitment in The Coombe Hospital

In addition, this post will specifically address the need to:

- a) Improve access both at assessment and treatment levels of gynaecology both acute and chronic

- b) Obstetric and Gynaecological OPD services – Special interest in benign gynaecology desirable
- c) Surgery (ambulatory, day case in-patient and obstetric)
- d) Labour ward service and on call services
- e) This post will also provide labour ward and on-call services.

The post-holder will also actively participate in multidisciplinary skills and drills training, risk management and quality improvement strategies and liaise and provide support for primary care services and their seamless integration with hospital-based services.

This post will significantly (a) improve access (b) reduce waiting times (c) reduce length of stay - due to involvement in decision-making re admissions and discharge planning and the expansion of ambulatory and day case treatments (d) increase patient safety and quality of care. Increased efficiency will off-set the need for significant expansion in other services.

CANDIDATE PROFILE

1. Be a fully trained specialist in Obstetrics and Gynecology
2. Applicants must be registered as a Specialist in the Specialist Division of the Register of Medical Practitioners maintained by the Medical Council of Ireland in the speciality of Obstetrics and Gynaecology.
3. Provide consultant on-call cover in both Obstetrics and Gynecology.
4. Provide training and train other consultants, NCHDs, other staff as appropriate.
5. Excellent leadership skills.
6. Excellent communication and teamwork skills.
7. Thorough understanding of clinical governance and risk management and participate in same.
8. Excellent interpersonal relationships.
9. Be an experienced clinician demonstrating an area of international clinical expertise in the specialty of Obstetrics & Gynecology.
10. Excellent relationship management skills and the ability to engage effectively with stakeholders from patients, organizations, clinical and academic partners, funders and industry.
11. The appointee will be a dynamic, inquisitive leader who is driven to provide the best clinical care for patients and who teaches and inspires the next generation to do the same.
12. Strong leadership and influencing skills in both academic and clinical environments.
13. Proven management skills including previous experience in management of research and training staff.
14. An ability to communicate effectively with colleagues and work as a team member.

GENERAL ACCOUNTABILITY

The person chosen will:

Clinical

15. Provision of Obstetric & Gynecological services at The Coombe Hospital
16. Responsibility for education, training and audit in relation to these services.
17. Involvement and provision of services at the Coombe
18. Other commitments as maybe required to the Master/CEO and CCOO

19. On Call commitment to The Coombe Hospital
20. To attend at TCH and at such times as may be determined by the TCH and in emergencies as required, and to remain in attendance there at as long as his/her services are required.
21. To attend at any clinic or site maintained by the TCH within the group catchment as appropriate and to provide either there or in the appropriate hospital such diagnostic, treatment or consultation service as maybe appropriate.
22. To participate in development of and undertake all duties and functions pertinent to the Consultant's area of competence, as set out within the Service Plan/TCH in line with policies as specified by the Employer.
23. To ensure that duties and functions are undertaken in a manner that minimizes delays for patients and possible disruption of services.
24. To provide, as appropriate, consultation in the Consultant's area of designated expertise in respect of patients of other Consultants at their request.
25. To provide teaching and lectures as required in the hospitals for student midwives/nurses, other midwives/nurses in training and other staff.
26. To supervise and be responsible for diagnosis, treatment and care provided by non-Consultant Hospital Doctors (NCHDs) treating patients under the Consultant's care
27. To provide emergency gynecology services on call.
28. To provide labour ward cover.
29. To provide operating theatre services.

Management & Administration

- To work within the framework of the hospital's service plan and/or levels of service (volume, types etc.) as determined by the Employer. Service planning for individual clinical services will be progressed through the TCH structures or other arrangements as apply.
- To participate in the development and operation of the TCH structures and in such management or representative structures as are in place or being developed. The Consultant shall receive training and support to enable him/her to participate fully in such structures.
- To participate in and facilitate production of all data/information required to validate delivery of duties and functions and inform planning and management of service delivery.
- To be responsible for the maintenance of appropriate liaison arrangements between his/her department in the hospitals and the patient's normal medical attendants.

Human Resources

- To co-operate with the expeditious implementation of the Disciplinary Procedure as per Consultants Public Only Contract 2023.
- To ensure in consultation with the Master/CEO and CCOO that appropriate medical cover is available at all times having due regard to the implementation of the European Working Time Directive as it relates to doctors in training.
- To participate as a right and obligation in selection processes for non-Consultant Hospital Doctors and other staff as appropriate. The Employer will provide training as required. The Employer shall ensure that a Consultant representative of the relevant specialty / sub-specialty is involved in the selection process.

Risk Management

- To participate in clinical audit and proactive risk management and facilitate production of all data/information required for same in accordance with regulatory, statutory and corporate policies and procedures.

Financial

- To assist in the preparation of annual estimates/budgets of expenditure for revenues for which he/she is responsible.

General

- To reside convenient to TCH at such other place as may be approved by the TCH.
- To perform such other duties appropriate to the office as may be assigned by him/her by the TCH or other authorized officer.
- The person appointed will hold office under the terms and conditions of the 2023 Public Only contract for consultants employed in the public service which will determine that he/she will participate actively in the management of the hospitals, take cognizance of resource constraints and retain clinical autonomy while practicing.
- Other duties and responsibilities may be assigned to the appointed consultant by the Master/CEO and CCOO of TCH .

The above Job Description is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to him/her from time to time and to contribute to the development of the post while in office.

ELIGIBILITY REQUIREMENTS

Professional Qualifications

Registration as a Specialist in the Specialist Division of the Register of Medical Practitioners maintained by the Medical Council of Ireland in the speciality of Obstetrics and Gynaecology.

Age Restrictions In Relation To Applications

Age restriction shall only apply to a candidate where he/she is not classified as a new entrant (within the meaning of the Public Service Superannuation (Miscellaneous Provisions) Act, 2004). A candidate who is not classified as a new entrant must be under 65 years of age on the first day of the month in which the latest date for receiving completed applications for the office occurs.

Health

“A candidate for and any person holding the office must be fully competent and capable of undertaking the duties attached to the office and be in a state of health as would indicate a reasonable prospect of ability to render regular and efficient service.”

Be of good character

A person selected for this role must be of good character.

Garda Vetting/ Police Clearance

The National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 to 2016 provide a statutory basis for the vetting of persons carrying out relevant work with children or vulnerable persons. Given the specialised nature of the services provided by the Coombe Hospital, your appointment is subject to satisfactory Garda Vetting and revetting in circumstances where the Hospital deems it appropriate. You are obliged to disclose previous and any criminal convictions

acquired during the course of your employment. Should the Hospital obtain information from the Garda Vetting Unit to indicate that your Garda clearance report is not satisfactory and / or if you have supplied the Hospital with false or misleading information in relation to your Garda clearance status, the Hospital may terminate your contract with immediate effect.

Where candidates are appointed and have worked outside of jurisdiction, current police clearance is required.

PARTICULARS OF OFFICE

This is a Locum appointment on the 2023 Public Only contract with a commitment of 37 Hours to the Coombe Hospital.

Remuneration

Remuneration is in accordance with the salary scale approved by the Department of Health & Children effective from 1st August 2025.

Duties

The successful candidate will perform such duties as are outlined in responsibilities and accountabilities outlined in this document.

Hours of work

37 hours per week

Flexibility

This post requires a high level of flexibility to ensure the delivery of an effective and efficient service. Therefore, the post holder will be required to demonstrate flexibility as and when required, i.e. evenings/weekends.

Probation

The successful candidate will be appointed initially for a probationary period of six months. During the probationary period progress or otherwise will be monitored and at the end of the probationary period the service will (a) be certified as satisfactory and confirmed in writing or (b) if not satisfactory, the probationary period may be extended in accordance with section 3 of the 2023 Public only contract.

Annual Leave

Annual leave entitlement is 30 days per annum (pro-rata) and public holidays should be granted as determined by the Organisation of Working Time Act 1997.

Sick Leave

The Consultant may be paid under the Sick Pay Scheme for absences due to illness or injury. Granting of sick pay subject to a requirement to comply with the Employer's sick leave policy. Details of the scheme are set out at Appendix VI of the Consultant Contract 2023.

Rest Days

Consultants with an on-call liability shall have an entitlement to avail of compensatory rest day / on the following basis:

- (1) 1:1 on-call roster entitles the Consultant to 5 days in lieu per 4 week period;
- (2) 1:2 on-call roster entitles the Consultant to 3 days in lieu per 4 week period.

Termination of Office

If the Consultant wishes to terminate this employment (s) he shall provide the Employer (s) with 3 months written notice of his/her proposed termination date in line with the 2023 Consultant Contract.

Pension arrangements and retirement age

There are three superannuation schemes currently in operation for staff in the Coombe Hospital:

- (a) Voluntary Hospital Superannuation Scheme (Non-New Entrant)
- (b) Voluntary Hospital Superannuation Scheme (New Entrant)
- (c) Single Public Service Pension Scheme

Please read carefully the summary of the criteria for the three superannuation schemes below. This will assist you in identifying which scheme membership is applicable to your employment circumstances.

- (a) If you have been continually employed in the public service prior to the 1st April 2004 and you have not had a break in service of more than 26 weeks, you will be included in the Voluntary Hospital Superannuation Scheme (Non-New Entrant) with a Minimum Retirement Age of 60 and a Maximum Retirement Age of 65.
- (b) If you have been continually employed in the public service post the 1st April 2004 and you have not had a break in service of more than 26 weeks, you will be included in the Voluntary Hospital Superannuation Scheme (New Entrant) with a Minimum Retirement Age of 65. There is no Maximum Retirement Age.

The compulsory retirement age of 65 has been removed enabling staff to remain longer in work should they wish, subject to suitability and health requirements.

- (c) If you have commenced employment in the public service as a new entrant or you are a former public servant, returning to the public service after a break of more than 26 weeks, you will be included in the Single Public Service Pension Scheme effective from the 1st January 2013 with a minimum retirement age of 66 (rising to 67 and 68 in line with state pension changes). The maximum retirement age under this scheme will be age 70.

The person appointed will be required to join the relevant Superannuation Scheme and will be required to contribute to the employing authority at the appropriate rate of gross annual superannuable remuneration as determined by the Minister responsible for the Scheme.

Pension benefits made to part-time staff will be on a pro-rata basis.

Pension Arrangements and Retirement Age:

For existing Public Servants (i.e. those who have entered the public service on or before the 31st March 2004) retirement is compulsory on reaching the age of 65 years.

However, candidates should note that changes have been made in the superannuation provisions and retirement ages for public servants who take up duty with effect from 1st April 2004.

In this context, new entrants, within the meaning of the Public Service Superannuation (Miscellaneous Provisions) Act 2004, to the public service should note:

The minimum pension age has been increased to 65 years for most new entrants to the public service. The compulsory retirement age of 65 has been removed

Pension benefits for new entrants will accrue on a standard basis (i.e., one year's credit for one year's service up to a maximum of 40 years' service) while normal abatement of pension provision will apply to all public sector posts.

With effect from 1st January 2013, it is a condition of the appointment of new entrants to the public service* that you be a member of the Single Public Service Pension Scheme. Please see information booklet attached.

*A former public servant returning to the public service after a break of more than 26 weeks is considered a new entrant.

Health & Safety

- All employees must comply with the Safety, Health and Welfare at Work Act, 2005.
- Comply and enact Health and Safety responsibilities as outlined in Hospital policies, protocols and procedures relevant to your area.
- Take reasonable care to protect your own safety, health and welfare and that of any other person who may be affected by your acts or omissions at work.
- Ensure that personal protective equipment is worn while on duty
- Correct use of equipment.

Information Technology

Ensure that you make the most effective and efficient use of developments in technology for both patient care and IT support in a manner, which integrates well with systems throughout the organisation, actively assisting in the integration of new technology and systems.

Hygiene/Infection Control

All employees have responsibility for Hygiene awareness. Hygiene is defined as “The practice that serves to keep people and environments clean and prevent infection.” All employees also have a responsibility under their terms of employment to prevent transmission of infection and to follow the hospital infection control policies and guidelines as outlined in the Infection Control Manual. All employees must be aware that they work in an area where there is potential for transmission of infection. All employees have a responsibility to follow hand hygiene guidelines as this is the single most important intervention to prevent the transmission of infection.

Confidentiality

In the course of the post holder’s employment he/she may have access to or have information concerning the personal affairs of staff or other confidential information. Such information is strictly confidential and unless acting on the instruction of an authorised officer, on no account must information concerning staff or other service business be divulged or discussed, except as appropriate in the performance of normal duty. In addition, information, records, files must never be left in such a manner that unauthorised persons can obtain access to them. No records, documents or property of the Hospital may be removed from the premises of the Hospital without prior authorisation. You must return to the Hospital upon request and, in any event, upon the termination of your employment, all documents or other property of the Hospital which are in your possession or under your control.

Clinical Indemnity

The Consultant will be provided with an indemnity against the cost of meeting claims for personal injury arising out of bona fide actions taken in the course of his/her employment. This indemnity is in addition to the Employer’s(s’) Public Liability / Professional Indemnity / Employer’s(s’) Liability in respect of the Consultant’s non-clinical duties arising under this contract. Notwithstanding (a) above, the Consultant is strongly advised and encouraged to take out supplementary membership with a defence organisation or insurer of his/her choice, so that (s)he has adequate cover for matters not covered by this indemnity such as representation at disciplinary and fitness to practise hearings or Good Samaritan acts outside of the jurisdiction of the Republic of Ireland. Under the terms of this indemnity the Consultant is required to report to an officer designated by the Employer in such form which may be prescribed, all adverse incidents which might give rise to a claim and to otherwise participate in the Employer’s risk management programme as may be required from time to time. In the event that an adverse incident is first reported by a third party, the Consultant/Head of Department should be notified as soon as practicable.

Data Management

Ensure compliance with the obligations required by the General Data Protection Regulations (GDPR) 2018.

Trust in Care Policy

The Coombe Hospital is committed to the principles of the Trust in Care Policy and all employees have a duty to report concerns for the safety and welfare of patients with in the procedures detailed in this policy.

Children First: National Guidance for the Protection and Welfare of Children Act 2015

The Hospital is committed to the principles of the Children First Act 2015 all employees must fully comply with Procedures and Practices including relevant legislation and Codes of Practice.

Note: This job description is an outline of current broad areas of responsibility and accountability and should not be regarded as a comprehensive listing. As the role develops in the hospital this job description may be reviewed in light of possible new structures and/or changing needs of the hospital.

The extent and speed of change in the delivery of health care is such that adaptability is essential at this level of appointment. The incumbent will be required to maintain, enhance and develop their knowledge, skills and aptitudes necessary to respond to a changing situation. The Job Description must be regarded as an outline of the major areas of accountability at the present time, which will be reviewed and assessed on an on-going basis.

Application Details

Intending applicants should submit an updated Curriculum Vitae, and letter of application to www.coombe.ie OR www.rezooomoo.com . **before the closing date of 27.09.2026.**

Short-listing

Applicants will be subject to short listing based on information provided in their application, whereby only those who meet set criteria shall be called to interview.

Presentation

Candidates who are shortlisted for interview may be required to make a presentation to the Interview Board. The title and length of the presentation will be advised in advance of interview.

Expenses

The Coombe Hospital regret that they cannot be responsible for any expenses a candidate may incur in participating in the recruitment and selection process.

Informal enquiries

Informal enquiries may be directed to Professor Michael O'Connell, Master/CEO via Email: master@coombe.ie or Tel: +353 (01) 408 5280.

All candidates should note that, in order to maintain a timely process, the closing date and time for receipt of application.