

**Hartland Surgery
Job Description
SALARIED GP**

- Reporting to:** The Partners and The Practice Manager
- Hours of work:** 3-4 sessions per week over sequential days to include a Monday or Friday. Also possibility of covering annual leave if required and Extended Access hours.
- Contract type:** Part time - salaried GP position
- Location:** Hartland Surgery, 66 The Square, Hartland, Bideford, North Devon EX39 6BL
- Annual leave:** Six weeks annual leave plus public holidays (pro rata).
- Study leave:** Provided
- Salary:** Negotiable and dependent on qualifications and experience

Main purpose of the role:

To maximise the opportunities provided by the new GP Reimbursement Scheme funding, we are seeking a salaried GP to support the two GP Partners with a busy and interesting rural caseload.

About the Practice

We are a small rural dispensing practice with a list size of 3050. We offer a welcoming and enjoyable team environment, a varied clinical workload and the opportunity to provide high quality continuity of care within a rural community. We are located in a well-equipped, Listed building in a fantastic location on the Hartland Peninsula with sand, surf and woodland with some amazing running routes on our doorstep.

We are also proud to offer teaching to both GP Registrars and medical students.

Clinical responsibilities:

- Conduct mainly face-to-face, with a few telephone and AccuRx online consultations with patients of all ages. We do not triage our appointment requests and we offer 15 minute appointments.
- Diagnose and manage acute and chronic medical conditions.
- Prescribe medications and treatments in accordance with current clinical guidelines and regulations.
- Maintain good notes – we are a SystmOne Practice using AccuRx and Heidi AI.
- We enjoy providing health promotion, preventative care, and lifestyle advice.
- Manage home visits where required making use of the PCN home visiting team.
- Participate in safeguarding procedures for vulnerable adults and children.
- Work collaboratively with nurses, pharmacists, social prescribers, and other healthcare professionals.
- Extended Access hours if required and as agreed by the Partnership and if desired;
- Compiling and issuing computer generated acute and repeat prescriptions;
- Undertaking all the normal duties and responsibilities associated with a GP working within primary care.

Other responsibilities with the Practice:

- Review laboratory results, hospital correspondence, and clinical documents.
- Complete referrals, fit notes, insurance reports, and other medical documentation.
- Participate in clinical audits, quality improvement initiatives, and significant event reviews.
- Contribute to QOF, enhanced services, and practice performance targets where applicable.
- Support teaching, mentoring, or supervision of trainees and junior staff if appropriate.

Essential skills and experience

- Excellent communication and interpersonal skills.
- Ability to work as part of a multi-disciplinary team.
- Ability to work with limited supervision or autonomously.
- Willingness to contribute to and participate in a peer support group.
- Full GMC registration with licence to practise.
- Ability to handle a busy and varied primary care case load.
- A good understanding of GMS contracting requirements and the operation of the Quality Outcomes Framework process.

Please apply in writing together with your CV to trudy.bowles@nhs.net or by post: Hartland Surgery, 66 The Square, Hartland, Nr Bideford, North Devon, EX39 6BL