

## Consultant Contract of Employment

# HONORARY CONSULTANT CONTRACT OF EMPLOYMENT

This contract, including the accompanying Terms and Conditions of Employment, also constitutes the particulars required under Part 1 of the Employment Rights Act 1996.

### 1. Contractual Relationship

|                      |  |
|----------------------|--|
| Employer's Name      | University Hospitals Bristol and Weston NHS Foundation Trust |
| Employer's Address   | Trust Headquarters, Marlborough Street, Bristol, BS1 3NU     |
| Employee's Full Name |  |
| Employee's Address   |  |

Employees have the responsibility to notify Human Resources if their personal details change at any point during employment.

### 2. Job Title

|                     |
|---------------------|
| Select Job Title in |
|---------------------|

### 3. Period of Employment

|   |                                   |
|---|-----------------------------------|
| Date of Commencement of this post   | Click here to enter a date.       |
| Date of Commencement of Continuous Employment with the NHS<br>Previous NHS Service will be used to calculate leave and sickness entitlement but any notified sickness from a previous NHS Employer will be included to calculate current sickness entitlement with this Trust | Select Continuous Employment Date |
| This position is Permanent/Fixed Term/ Job Share/ Term Time Only  | Select Contract Type              |

### 4. Job Location

|   |
|---|
| <p>Your Principal place of work is Choose a Workplace</p> <p>This is within the Division of Choose a Division</p> <p>Other work locations including off site working may be agreed in your Job Plan where appropriate. You will generally be expected to undertake your Programmed Activities at the principal place of work or other locations agreed in the Job Plan. Exceptions will include travelling between work sites and attending official meetings away from the workplace.</p> <p>You may be required to work at other sites in the Bristol Health Community on either a permanent, sessional, full/part time or rotational basis.</p> <p>In order to ensure the Trust's ability to respond to changes in the needs of the service, the Trust reserves the right after appropriate individual consultation to vary location, duties and responsibilities.</p> |
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Acceptance of this post will include your agreement to comply with the above contractual condition and work flexibly to include reasonable variation to your place of work, duties and responsibilities when requested.

### 5. Pay and Conditions

Your appointment will be subject to the Terms and Conditions of Service for Consultants (England) 2003.

In addition your appointment is subject to local procedures, local agreements and policies as determined from time to time by the Trust and also in accordance with collectively agreed terms of the General Council as amended from time to time. Copies of these conditions may be seen in the Divisional Medical Staffing Department or via the Trust's HR Web.

Except in emergencies or where otherwise agreed with your manager, you are responsible for fulfilling the duties and responsibilities and undertaking the Programmed Activities set out in your Job Plan, as reviewed from time to time in line with the provisions in the Consultants Local Terms & Conditions of Service Handbook.

Number of Programmed Activities: **Select number of PA's**

### 6. Notice Periods

Full and Part Time Consultants are required to give three months' notice to terminate their employment and will be entitled to receive three months' notice from the Trust.

Notice for Locum Consultant is outlined below

| Duration of Contract | Minimum period of notice |
|----------------------|--------------------------|
| 6 months or longer   | 3 months' notice         |
| 3-6 months           | 2 months' notice         |
| Less than 3 months   | 1 months' notice         |

The Trust reserves the right to dismiss without notice should you be considered to have committed an act constituting Gross Misconduct under the Disciplinary Rules.

**Please note** - Should you fail to provide the minimum period of notice you agree that the Trust shall be entitled to withhold the equivalent period of remuneration. Where appropriate, and as specified by the relevant Trust policies, a payment in lieu of notice may be made. Such a payment will be subject to tax and National Insurance contributions.

### 7. Terms and Conditions of Employment

The terms and conditions of your employment consist of:

- (a) The terms of this document.
- (b) Consultants Local Terms & Conditions of Service Handbook attached to this document and any subsequent amendments.
- (c) Consultant Contract Handbook.
- (d) The NHS Terms and Conditions of Service Handbook and any subsequent amendments.
- (e) Annual performance review against Trust values for all staff and leadership behaviours for staff in leadership roles.

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|-----|--|
| (f) | The employment policies, procedures and protocols of the Trust including the terms and conditions derived from collective agreements entered into by the Trust under its collective bargaining arrangements (A list is provided in your terms and conditions booklet and full details are available on the HR portal). |
| (g) | Relevant statutory provisions.   |
| (h) | NHS Constitution (details of which are provided in your terms and conditions booklet)  |

## Data Protection Act

Any information arising from your appointment to the Trust may be held on paper or computer files and therefore falls within the provisions of the Act.

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|   |               |
|---|---------------|
| Signed on behalf of the Trust.....              | Date Issued : |
| Designation:           Team Leader – Resourcing |               |

| Form of Agreement  |           |
|--|-----------|
| I agree the terms set out above and in the Terms and Conditions of Employment and Handbook and acknowledge receipt of a copy of both of these documents. |           |
| Signed –<br>Employee.....  | Date..... |