

SPDCS job plan template

XXXXX NHS TRUST

JOB PLAN FOR: (name)

Job title:

Sessional commitment:

Grade:

Location:

Clinical Accountability:

Managerial Accountability:

Qualifications for the post: *as per job description*

Clinical Work: *referral source, patient groups, complexity, clinical liaison, mcn*

Clinically Related work: *audit, clinical governance, clinical supporting admin, CPD*

Teaching/Training: *all levels - work experience to postgrads*

Managerial / Administrative: *specific additional admin as per job description*

General:

- The post holder will be subject to annual appraisal for both clinical and administrative aspects of the post, as appropriate.
- The post holder will participate in annual CPD as required by the General Dental Council.
- The Job Plan is subject to review and alterations in details and in the light of evolutionary changes of the services, local developments and duties appropriate to the grade. Other amendments will be made to nationally agreed terms and conditions of (job title).
- Amendments will be made where mutually agreed to the interest of the post holder with regard to his/her special aptitudes and interests.
- Amendments in respect of local change may be made from time to time subject to consultation and mutual agreement between the post holder and the Trust.

TIMETABLE 2008

specify days, hours of work, location, any specific work on those days

Notes

include any other information you wish to have recognised, including work for related professional bodies and CPD allowance where appropriate

Sign and date (post holder)

Sign and date (clinical director or equivalent)