



## Job Description: veterinary surgeon

<b>Job Title:</b>	Veterinary Surgeon		
<b>Hours:</b>	Full-time (part-time considered)	<b>Status:</b>	Permanent
<b>Accountable to:</b>	Director	<b>Remuneration:</b> Per annum	From £53,000
<b>Location:</b>	Midlands, West London, South and South West.		
<b>Date:</b>	08/04/2022	<b>Closing Date:</b>	06/05/2022

### Main purpose of job:

Fulfil the role of 'Named Veterinary Surgeon' (NVS) employed in scientific procedure establishments and breeding and supplying establishments under ASPA, as specified in section 24 of the RCVS Code of Professional Conduct and the Home Office Guidance on the Operation of the Animals (Scientific Procedures) Act 1986.

The Named Veterinary Surgeon (NVS) must be a member of the Royal College of Veterinary Surgeons (RCVS) with expertise in laboratory animal medicine for the species being used in the establishment.

The postholder will provide expert, veterinary advice to animal carers and users on the prevention, diagnosis and treatment of disease in animals used in research at our clients' premises.

### Section 24 of the RCVS Guide to professional conduct requires the NVS to:

- Liaise with other named persons.
- Establish a programme of veterinary care and health monitoring, and be actively involved in safeguarding the welfare of the protected animals.
- Provide advice to licence holders and others on all aspects of animal care and use.
- Comply with the requirements of the Veterinary Medicines Regulations.
- Maintain animal health records for the animals held.
- Be familiar with the main provisions of the project licences and scientific procedures carried out. Consult with and advise project licence applicants.
- Take part in the training of technicians and personal licence holders relating to animal welfare and health and conduct of minor procedures.
- Certification of fitness of animals for travel or release from ASPA.
- Undertake CPD to maintain and develop knowledge and skills.

### **The Home Office Guidance requires the NVS to:**

- Notify the personal licensee in charge of an animal if they are concerned about its health or welfare
- Control, supply and direct the use of controlled drugs, prescription only medicines and other therapeutic substances for use on protected animals in the establishment
- Certify an animal is fit to travel to a specified place
- Take an active part in the Animal Welfare & Ethical Review Body
- Ensure that adequate veterinary cover and services are available at all times and maintain animal health records
- Advise on implementation of 3R's (Replacement Refinement & Reduction) and the impact of experimental procedures on the welfare of protected animals & help minimise the severity of protocols & establish humane end points. Take appropriate clinical or therapeutic action for the welfare of a protected animal undergoing regulated procedures
- Advise on implementation of 3R's and the impact of experimental procedures on the welfare of protected animals & help minimise the severity of protocols & establish humane end points
- Advise on general and experimental surgical techniques, and post-operative care
- Home Office Guidance Section 8.6 provides information on the NVS role and responsibilities, available on the GOV.UK website.

### **Main Areas of Responsibility:**

Working mainly from home and supported by a team of NVSs, under the supervision of the Director and Head of Veterinary services, to provide a comprehensive veterinary service for our clients. This includes:

- managing day-to-day health problems of animals
- establishing and overseeing health monitoring programmes
- visiting animal facilities regularly to ensure comprehensive veterinary care to all animals used for scientific research is applied
- participating in the out of hours rota for veterinary cover
- liaising with unit managers, Named Animal Care and Welfare Officers (NACWOs) and scientists on issues of animal health and welfare
- advising scientists on best practice with respect to methods of anaesthesia, aseptic technique etc., and on choice of appropriate animal models
- ensuring that research projects within the institutions are appropriately monitored and reviewed for ongoing application of the 3Rs
- participating in the AWERB. This will include reviewing licence applications and advising applicants on best practice with respect to experimental techniques, animal welfare and application of the 3Rs (reduction, refinement and replacement)
- working with the training development team to deliver high quality training to licence applicants and technical staff working under the Animals (Scientific Procedures) Act (1986), contributing to the knowledge and skill training of scientific and animal care staff

## **Other responsibilities:**

You will need to work with colleagues and a variety of clients to promote best practice in animal care and welfare.

You may occasionally be required to undertake other tasks as indicated by the Directors.

## **Team-wide responsibilities:**

Our vision is to ensure that

- The health and welfare of animals in science is always prioritised
- We are the no.1 provider of training for research personnel nationally
- We are the go-to supplier of NVS services in the South of England
- Research personnel are trained to the highest level and competent to do the procedures they need to do

In order to achieve this our mission is to

- Ensure we provide excellent, professional veterinary advice, support and care
- Deliver excellent, up-to-date, relevant training to research and technical staff
- Work collaboratively with research personnel to help them to get it right

To achieve our mission, all staff are expected to adhere to these values:

- Integrity: we will make sure that we do the right thing, always
- Expertise: we will ensure that our experience is backed up with relevant up-to-date knowledge
- Professionalism: We will maintain the competence and skills expected in our professions
- Flexibility: We will tailor our services to meet the needs of our customers
- Excellence: We will deliver to the best of our abilities at all times

## **Responsible for employees/equipment:**

You will be responsible for your company laptop and mobile telephone

## **Key working relationships:**

You will be required to build and maintain relationships with:

- The Director and veterinary colleagues
- The training development team

- Establishment Licence holder, NTCOs, NIO, Home Office Liaison Contact and NACWOs
- Home Office Inspectors
- Research staff and students working in the animal facilities
- Animal unit managers and animal technicians
- Animal Welfare and Ethical Review Body (AWERB)

Active engagement with relevant professional bodies and with staff in similar roles at other research facilities to share best practice and advice will be encouraged.

## Person Specification:

Factors	Essential	Desirable
<b>Knowledge, Experience, Qualifications, Professional Memberships &amp; Training</b>	<ul style="list-style-type: none"> <li>Member of, or eligible for membership of the Royal College of Veterinary Surgeons and qualified as a veterinarian, with at least two years' clinical experience.</li> <li>Laboratory animal veterinary experience essential.</li> </ul>	<ul style="list-style-type: none"> <li>Clinical veterinary experience in other settings preferred.</li> <li>Understanding of the procedures involved in biomedical research</li> <li>Good knowledge of relevant legislation and understanding of structures and processes involved in compliance with the Animals (Scientific Procedures) Act (1986) and related guidance.</li> </ul>
<b>Communication, Engagement &amp; Relationships</b>	<ul style="list-style-type: none"> <li>An enthusiastic, self-motivating veterinary surgeon, able to work in a team or individually, with a commitment to improving animal welfare</li> <li>Excellent interpersonal and communication skills, particularly influencing skills as well as proven ability to provide advice and support.</li> <li>Proactive highly motivated self-starter, willingness to be flexible and work out of hours where required.</li> </ul>	
<b>Team Skills</b>	<ul style="list-style-type: none"> <li>Ability to work independently and as part of a team, dealing with unforeseen circumstances and problems.</li> <li>Ability to solve problems and make decisions.</li> </ul>	
<b>Analytical, Problem Solving &amp; Judgement Skills</b>	<ul style="list-style-type: none"> <li>Ability to solve problems and make decisions.</li> </ul>	
<b>Planning &amp; Organisational Skills</b>	<ul style="list-style-type: none"> <li>Able to methodically plan, manage, monitor, advise and review issues and provide solutions</li> <li>Ability to organise, plan and prioritise tasks, including when under pressure and meeting deadlines</li> <li>Produce timely and informative reports</li> </ul>	

<b>Standards &amp; Compliance</b>	<ul style="list-style-type: none"> <li>• Act professionally at all times in accordance with expectations of RCVS</li> <li>• Keep records to a good clinical standard as expected by the RCVS</li> <li>• Proactively manage requirement for continuing professional development in order to maintain knowledge and skills</li> <li>• Ability to work independently with minimal supervision while recognising limitations of own abilities</li> <li>• Ability to prioritise and develop robust strategies for problem solving</li> <li>• Recognise the importance of client confidentiality and adherence to Data Protection principles</li> </ul>	
<b>Equality, Diversity &amp; Inclusivity</b>	<ul style="list-style-type: none"> <li>• Extensive skill and experience in building relationships, with an awareness and sensitivity to a range of cultures and behaviours.</li> </ul>	
<b>Personal / Professional Development</b>	<ul style="list-style-type: none"> <li>• Commitment to maintenance of skills and knowledge</li> <li>• Proactive approach to continuing professional development</li> </ul>	

*This job description is a broad reflection of current duties, but it is not exhaustive. It will be reviewed on no less than an annual basis to reflect priorities and developments during the on-going appraisal and performance review process and any organisational change arising.*

## Best Practice Recruitment

### Equality & Diversity

The organisation is committed to achieving equality of opportunity for all employees and for those who access services. You must work in accordance with equal opportunity policies/procedures and promote the equality and diversity agenda of the organisation.

### Health & Safety

The organisation recognises its duties under the Health and Safety at Work Act (1974) to ensure, as far as it is reasonably practical, the Health, Safety and Welfare at Work of all its employees and, in addition, the business of the organisation shall be conducted so as to ensure that all individuals having access to organisational premises and facilities are not exposed to risk to their health and safety. All employees under contract will be expected to comply with all appropriate Health and Safety policies and ensure all statutory and mandatory training is up to date.

### Risk Management

All employees will always follow risk management policies and procedures. All employees are personally responsible for risk management issues in respect of yourself and colleagues. If you identify a potential hazard you should report it to the Director at once using the organisational incident reporting process. If in doubt you should speak to your manager for guidance.

All employees have a responsibility to report accidents or incidents promptly and when requested, to co-operate with any investigation undertaken. All employees must use the safety equipment provided and report any defects to their manager. You must attend risk management training as directed by your manager.

If you are a manager or have line management responsibilities for employees, a department or area of work, you are responsible for the risk management issues in that area. In conjunction with risk management you will ensure that there is an annual risk management audit in your area, risks are identified on the local risk register and that where necessary, an action plan eradicating risks is drawn up and implemented.

### Policies and Procedures

Employees are expected to follow organisational policies, procedures, and guidance as well as professional standards and guidelines. Copies of policies can be accessed via the company Sharepoint site.

### Appraisal and Personal Development

The organisation is committed to lifelong learning for all employees and has put in place an appraisal and development infrastructure.

All employees have a responsibility to participate in an annual appraisal with their line manager and to identify performance standards for the post. As part of the appraisal process employees have a joint responsibility with their line manager to identify any learning development needs to meet the agreed performance standards.

### Information Governance

It is a contractual requirement for the post holder to ensure that as a minimum they acquire the necessary skills to implement good practice in all matters relating to information governance and in particular data which can be attributed to an individual. The job holder must adhere to information governance policies and procedures including the Data Protection Act (2018).

Managers have a responsibility to ensure that their employees are equipped with the necessary tools to use in the implementation of information governance.

## Equal Opportunities

The organisation is committed to respect for others, equality of opportunity and diversity in the workplace. All managers and employees must know what is expected of them and are responsible for ensuring that this is delivered in practice in their day to day working lives. The organisation will not tolerate any forms of bullying or harassment in the workplace.

<b>Signed:</b>		<b>Line Manager Name:</b>		<b>Date:</b>	Click or tap to enter a date.
<b>Signed:</b>		<b>Employee Name:</b>		<b>Date:</b>	Click or tap to enter a date.