

“A great place to be cared for; a great place to work”



University Hospitals of Morecambe Bay

NHS Foundation Trust

JOB DESCRIPTION

Job Title:	Clinical Lead
Department/Ward:	Designated Specialty
Care Group:	Designated Care Group
Responsible to:	Clinical Director
Accountable to:	Chief Operating Officer
JOB SUMMARY:	<p>The Clinical Lead responsibilities are:</p> <ul style="list-style-type: none">• The Clinician Lead is responsible for the overall management, delivery and strategic direction of his/her speciality• To be managerially and professionally responsible for Consultants, SAS doctors and junior medical staff within the specified clinical area or service and work with Trust Educational leads to deliver clinical and educational objectives• To contribute to the wider Care Groups management team's decision making processes

KEY WORKING RELATIONSHIPS

- Service Managers
- Clinical Matrons
- Medical staff
- AHPs
- Senior Scientific staff
- Deputy/Associate Medical Directors
- Clinical Director of the Care Group
- Assistant Directors of Nursing

The Clinical Lead will work closely in the Care Groups Triumvirate Leadership Team to:

- Assist in the delivery of quality and safety, performance targets, service development and modernisation within a specified clinical area or service.

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- Contribute to the wider Care Group Management Team’s decision making processes.

Leadership

- To provide visible clinical leadership within the identified speciality and be the named and identified lead for all issues of medical practice within the Care Group for the identified clinical area.
- To provide professional advice, guidance and support on a range of medical and clinical issues to the Care Group Management Team on the speciality clinical area.
- To promote, oversee and develop QI programmes within the specialty along with other colleagues in the triumvirate.
- To promote and develop a culture of a learning and a commitment to high quality care and promote innovation and change from the bottom up and to be a strong advocate of the Listening into Action Programme.
- To ensure good quality of education via educational supervisors, specialty and College Tutors, to students and trainees.
- To advocate and support an active research and development culture within the speciality. To promote innovation and change from the bottom up and to be a strong advocate of the Listening into Action Programme.
- To actively support and empower Consultants and SAS doctors to develop and utilise their clinical leadership skills.
- Support the recruitment of speciality medical staff, ensuring that the best possible appointments are made.
- Ensure that the objectives of the speciality and Care Group are reflected in the individual clinicians annual job plan review process, and that their clinical appraisal and revalidation is aligned to the clinical speciality areas objectives and that these objectives are reflected in the medical staffs’ achievement of key performance.

Clinical Effectiveness & Management

- Work with I3 and the specialty triumvirate to review and develop the dashboard/ suite of information that is relevant to the speciality, and is regularly reviewed at departmental meetings. This includes performance, workforce, finance, governance, clinical effectiveness, training and other relevant information to the specialty in order that the specialty has oversight of its performance, risks and issues and can use the information to manage the service as well as develop strategic and business plans for the future.
- Develop and oversee systems that ensure that the speciality meets required standards of care as defined by the Trust, DH, NICE and other relevant guidance.
- Along with Matron/AHP Lead and Service Manager, to ensure that all Trust policies and procedures are adhered to. This includes compliance within areas such as hand hygiene, infection prevention, safe disposal of sharps and WHO check lists.
- To ensuring effective clinical governance arrangements are in place, including a robust audit programme, and a mechanism to both report and learn from incident reports and complaints. This will include periodic attendance at the Patient Safety Summit, SRI panel and mortality review meetings, to represent the speciality.
- In partnership with the Care Groups management colleagues, to ensure monitor and assure the quality patient and staff experience.

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- To contribute to the development and monitoring of the speciality areas risk register, ensuring that such risks are kept under regular review and where possible, their potential impact reduced or removed.
- Ensure that consultant or junior medical staff with performance problems is dealt with early and effectively, using the correct procedures and exculpating promptly where necessary.
- To adhere to and promote the Trust's Behavioural Standards Framework.
- To develop and deliver cost improvement plans to meet identified requirements and ensuring that all resources within the specialty are used as effectively and efficiently as possible.
- Work in partnership with the Clinical Director and wider Care Groups management team in the production of bids and business cases for service development and capital investment

This job description is not exhaustive and will be reviewed and amended, with the post holder, when necessary.

TERMS AND CONDITIONS

This post will be subject to the terms and conditions of the University Hospitals of Morecambe Bay NHS Foundation Trust.

CONFIDENTIALITY

Information relating to patients, employees and business of the Trust must be treated in strictest confidence. Under no circumstances should such information be discussed with any unauthorised person(s) or organisations. All staff must operate within the requirements of the Freedom of Speech policy.

SAFEGUARDING & PROTECTING CHILDREN

Everyone shares responsibility for safeguarding and promoting the welfare of children and young people, irrespective of individual roles. As a senior manager you will need to be aware of your responsibility in relation to safeguarding and protecting children. You will be expected to provide effective leadership in ensuring safeguarding children is a priority within all service delivery and developments.

ENVIRONMENTAL IMPACT

It is the responsibility of all staff to minimise the Trust's environmental impact by recycling wherever possible, switching off lights, computers, monitors and equipment when not in use and it is safe to do so, minimising water usage and reporting faults promptly.

HEALTH AND SAFETY

The Health and Safety at Work Act stipulates that it is the responsibility of each employee to observe all rules governing safety and conduct and as such safety equipment and Personal Protective Equipment provided must be used.

INFECTION CONTROL

The Trust is committed to protecting the health of all staff, patients and visitors to the Trust. As such all staff is personally responsible for compliance with all Trust and department infection prevention and control policies. Failure to comply with such policies and associated procedures is likely to lead to disciplinary action and may result in dismissal.

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MANUAL HANDLING

The post holder will be provided with adequate training in correct lifting techniques by a recognised lifting instructor.

NO SMOKING POLICY

A No Smoking Policy operates across all Trust sites.

QUALITY OF SERVICE

The trust is committed in its use of available resources to obtaining the best possible service for patients and staff. The Post holder must share this objective and seek to maintain and improve the quality of service provided.

EQUAL OPPORTUNITIES

The Trust is pledged to equal opportunities for all and is committed to ensure that no job applicant or employee receives less favourable treatment on the grounds of gender, marital status, age, race, colour, sexual orientation, creed, nationality, ethnic or national origin or disability. We promote flexible working opportunities wherever possible to enable staff to balance their work with their private lives.

TRAINING AND DEVELOPMENT

Maintain your professional standards in respect of education and training and ensure that you are aware of your specific area specialty training and needs analysis.