

Job Title:	Regional Medical Director – Bath & North East Somerset, Swindon and Wiltshire (BSW)
Reports to (job title):	Regional Director and clinically to CMO
Line Manager to:	N/A

## Job purpose

To work collaboratively with HCRG Care Group's clinical leadership team to define and deliver our clinical strategy at BSW Business Unit level and throughout the wider ICB. The post holder will be a clinical ambassador for HCRG Care Group, engaging and building strong relationships with our commissioners and other NHS stakeholders.

The Regional Medical Director will be a point of contact for doctors across the business unit and will lead on service improvement and clinical governance matters in our complex and specialist service teams, ensuring the delivery of high-quality and safe care. The primary purpose of this role is to work with our wider stakeholders, partners and ICB to deliver our strategy as 'lead provider'. The post holder will be driving a cultural change in BSW to deliver a 'left shift' preventative approach, integrating a more collaborative way of working between providers, creating strong 'step up' care pathways, developing community capacity and aligning ways of working between Primary, Secondary care and beyond.

## Leadership responsibilities

- Be a well- connected strategic clinical leader with a strong passion to drive a cultural change across the healthcare ecosystem.
- Act as a point of contact for GPs and Acute/Mental Health Medical Practitioners across the ICB, to provide guidance, advice and mentorship.
- Provide leadership within the business unit on clinical governance matters, liaising closely with Service Managers and other members of the Senior Management Team.
- Championing adherence to HCRG Care Group and ICB policies, clinical governance processes and service specifications.
- Support colleagues or service users raising concerns about services or clinical standards.
- Be a clinical ambassador for HCRG Care Group, representing our values and services at ICB level.

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- Working with senior stakeholders to drive service improvement across the wider ICB , with the flexibility to meet the changing demands of health care comissioning and our contractual obligations as a leading provider.
- Working alongside senior stakeholders to deliver a cost effective and safe service, providing great care to patients whilst maintaining strong performance.e
- Be a conduit for clinical information both within the business unit, and in externally such as within the wider ICB.
- Link with MedSu to drive quality medical appraisals and revalidation.
- Be an active member of the Joint LNC to drive through fit for the future change, acting as a conduit for those you represent.
- Champion medical development and work closely with our in house Training Learning Enterprise to ensure high quality CPD is present at all times.

## Clinical responsibilities

- Working hand-in-hand with GPs and Consultants across practices and hospitals in BSW to deliver an innovative clinical strategy with a prevention-first approach, and a 'step up' approach to intergrated clinical care pathways.
- Maintain high clinical standards at all times and practice in accordance with accepted good medical practice and service standards.
- Promote staff health and wellbeing across the business unit and ICB, encouraging efficient ways of working.
- Keep up to date with changes and advances in the medical field and practice in line with local and national guidance, whilst supporting clinical colleagues to do the same.
- Promote the codes of practice and application of standards/protocols set out by the GMC, RCGP and all other Royal Colleges and councils applicable to clinical colleagues.
- Provide peer support and guidance to other practitioners within the business unit and wider organisation and ICB if required.
- Ensure that there are effective lines of communication with HCRG Care Group colleagues, service users, local stakeholders, regulators and commissioning groups.

## Our values

Our values are our moral compass and core to our DNA. They underpin the way we deliver our services and treat those who use our services.

To many organisations values are just words which don't translate into reality of the day to day but our values flow through everything that we do, they define who we are, what we stand for and set the

expectations of our colleagues, communities, customers and partners. They have been defined by our colleagues and have been integral to our journey so far and will be integral to our future as well.

We have three values which help us stand out from the crowd, not just because there's only three, but because they are unique to who we are. We care, we think, and we do.

Care	Think	Do
<ul style="list-style-type: none"> <li>• Inspire</li> <li>• Understand</li> <li>• Communicate</li> </ul>	<ul style="list-style-type: none"> <li>• Challenge</li> <li>• Improve</li> <li>• Learn</li> </ul>	<ul style="list-style-type: none"> <li>• Accountability</li> <li>• Involve</li> <li>• Resilience</li> </ul>

## Confidentiality and Information Security

As our employee you will be required to uphold the confidentiality of all records held by the company, whether patients/service records or corporate information. This duty lasts indefinitely and will continue after you leave the company's employment.

All information which identifies living individuals in whatever form (paper/pictures, electronic data/images or voice) is covered by the 2018 Data Protection Act and should be managed in accordance with this legislation. This and all other information must be held in line with NHS national standards including the Records Management: NHS Code of Practice , NHS Constitution and HSCIC Code of Practice on Confidential Information and should only be accessed or disclosed lawfully. Monitoring of compliance will be undertaken by the Company. Failure to adhere to Information Governance policies and procedures may result in disciplinary action and, where applicable, criminal prosecution.

## Information governance responsibilities

You are responsible for the following key aspects of Information Governance (not an exhaustive list):

- Completion of annual information governance training
- Reading applicable policies and procedures
- Understanding key responsibilities outlined in the Information Governance acceptable usage policies and procedures including NHS mandated encryption requirements
- Ensuring the security and confidentiality of all records and personal information assets
- Maintaining timely and accurate record keeping and where appropriate, in accordance with professional guidelines
- Only using email accounts authorised by us. These should be used in accordance with the Sending and Transferring Information Securely Procedures and Acceptable Use Policies.

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- Reporting information governance incidents and near misses on CIRIS or to the appropriate person e.g. line manager, Head of Information Governance, Information Security Lead
- Adherence to the clear desk/screen policy
- Only using approved equipment for conducting business

## Governance

Clinical governance is a framework through which organisations delivering health and care services are accountable to continuously improving the quality of their services and safeguarding high standards of care by creating an environment in which clinical and other forms of care flourishes. Employees must be aware that clinical governance places a duty on all staff to ensure that the level of care services they deliver to patients is safe and high quality, and that they follow/comply with our policies and procedures.

## Registered Health Professional

All staff who are a member of a professional body must comply with standards of professional practice/conduct. It is the post holder's responsibility to ensure they are both familiar with and adhere to these requirements.

## Risk Management/Health & Safety

The post holder has a responsibility to themselves and others in relation to managing risk, health and safety and will be required to work within the policies and procedures laid down by the company. Staff are required to observe the Hygiene Code and demonstrate good infection control and hand hygiene.

Employees must be aware of the responsibilities placed on them by the Health & Safety at Work Act (1974) to ensure that the agreed safety procedures are carried out to maintain a safe environment for other employees, patients and visitors. It is essential to observe strict fire and security precautions at all times.

All staff must report accidents, incidents and near misses so that the company can learn from them and improve safety.

## Safeguarding Children and Vulnerable Adults Responsibility

We are committed to safeguarding and promoting the welfare of children and adults at risk of harm and expects all employees to share this commitment.

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## Medicines Management Responsibility

### **Nursing or registered healthcare professionals**

Undertake all aspects of medicines management related activities in accordance within the company's medicines policies to ensure the safe, legal and appropriate use of medicines.

### **Skilled non-registered staff**

Undertake all aspects of medicines management related activities in accordance with the company's medicines policy where appropriate training has been given and competencies have been achieved.

## Policies and Procedures

All colleagues must comply with the Company Policies and Procedures which can be found on the company intranet.

## General

We are committed to serving our community. We aim to make our services exemplary in both clinical and operational aspects. We will show leadership in identifying healthcare needs to which we can respond and in determining the most cost-effective way of doing so.

We recruit competent staff that we support in maintaining and extending their skills in accordance with the needs of the people we serve. We will recognise the commitment from our staff to meeting the needs of our patients.

The company recognises a "non-smoking" policy. Employees are not able to smoke anywhere within the premises or when outside on official business.

## Equal Opportunities

It is the company's intention to be an employer of choice and ensure that no job applicants or employees are unfairly disadvantaged on the grounds of gender, disability, race, ethnic origin, colour, age, sexual orientation, religion or belief, trade union membership or any other factors that are not relevant to their capability or potential. To this end, the company has an Equality and Diversity policy and it is the responsibility of each employee to contribute to its success.

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## Flexibility Statement

This job description is not exhaustive and may change as the post develops or changes to align with service needs. Any such changes will be discussed directly between the post holder and their line manager.

## Personal Specification

### Essential

- Full GMC registration, alongside a Bachelor of Medicine (MBChB or equivalent).
- Registration with the GMC GP or Specialist register with license to practice
- Partaking in yearly appraisal
- Right to work in the UK.
- M/FRCGP or equivalent.
- Hold MFMLM or in application process or hold similar qualification.
- Understands the importance of a preventative-first approach and a real passion to drive this across the ICB and region.
- Understanding of clinical governance and quality issues with health and social policy.
- Excellent strategic leadership capabilities, with a strong understanding of the NHS at an Integrated Care System level.
- Generalist in the field of medicine, with a strong knowledge of how the health system operates at primary, secondary, tertiary, community care levels and knowledge of key care pathways.
- A great understanding of care at home, and a drive to deliver this to reduce pressures on entry to care across the South-west.
- Experience of Office 365 and Clinical Systems.
- Excellent interpersonal and communication skills, as well as the ability to work with a range of internal and external stakeholders- both in the organisation and across the wider NHS.
- Potential to cope with stressful situations as part of a multidisciplinary team.
- Good organisational and time management skills.
- Understanding and adherence to patient confidentiality.
- Strong ability to be clinically autonomous, decisive and the ability to prioritise a workload effectively.

### Desirable

- Previous experience in a clinical leadership role with system redesign of clinical pathways.
- Evidence of interest in additional clinical skills, and a real drive to transform health and care across the country.
- Prior commissioning experience

# Job Description

Employee signature

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Manager signature

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