



Royal College of
General Practitioners

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Medical Director: RCGP Primary Care Development Programme

Accountable to: Vice-Chair RCGP Council (External Affairs) / Professional Development and Quality Programme Board

Reports operationally to: **Head of Programme Delivery**

Term of office: One-year fixed term and subject to six-month review – possibility of renewal at end of term up to a further 12 months

Overall purpose: To provide strategic clinical leadership of the RCGP's Primary Care Development (PCD) programme, leading a network of expert advisers, ensuring appropriate quality standards are maintained, developing strategies to inform its future development, input into evaluation of the programme and building relationships with ICSs, PCNs and practices

Remuneration: £32,018.76 per annum

Principal responsibilities:

- To develop appropriate service standards and frameworks to support the College's PCD Programme.
- With the support of deputy lead advisers, to lead and develop a national group of expert advisers with the appropriate skills to support practices which have been identified as requiring support, including those placed into special measures by the Care Quality Commission (CQC), and to support system-level organisations such as Primary Care Networks (PCN) and Integrated Care Systems (ICS).
- Work with the programme's leaders and RCGP Officers to develop and deliver programmes of support for PCNs and ICS's through the programme's advisory network.
- The work of the adviser group includes providing consultancy and support to individual practices, PCNs and other NHS primary care bodies. This includes visiting practices to help them respond to the issues that have been flagged by the CQC, local commissioners, or practices themselves, undertaking a root cause analysis, obtaining feedback from other organisations, helping the practice to develop and implement an action plan to address issues raised and preparing written reports on their findings.
- To make decisions based on sound reasoning and evidence to resolve particularly challenging and potentially high-risk situations.
- To represent the College at relevant external meetings and liaise with key external stakeholders e.g., NHS England, LMCs and Health & Social Care organisations.
- To define the training requirements and lead the training and calibration of the adviser group.
- To conduct, with the support of deputies, the annual review of members of the adviser group.

- To quality check service delivery.
- To adapt the system if required, in collaboration with the Head of Programme Delivery and Programme Operations Manager, in response to feedback and service evaluation.
- To lead the evaluation of the programme.
- To attend, as a member, meetings of relevant boards and committees, providing strategic update reports and engaging with other medical leads to promote opportunities for joined up working.
- To work with the Head of Programme Delivery and Programme Operations Manager to ensure that the programme is compliant with equality and diversity legislation and adheres to appropriate data governance standards.
- To work with the Vice Chair – External Affairs and the Leadership Team on the strategic development of the Primary Care Development programme.

Essential attributes:

- Member or Fellow of the RCGP in good standing and on the GMC Register with a licence to practise
- To have been in active clinical practice within the past two years
- A detailed and fully up-to-date understanding of the primary care systems across UK (current work is mostly in England but rapidly expanding to all Devolved Nations).
- Knowledge and/or experience of ICS and PCN development and the impact on primary care
- Recent experience of quality standards, practice inspections or practice or individual quality improvement support in England.
- Knowledge of the Care Quality Commission (CQC) inspection regime.
- Knowledge of resources or initiatives that may contribute to the delivery of the Primary Care Development programme at both a local and strategic national level.
- Exceptional leadership skills in terms of leading teams and change in complex and high-risk environments
- Experience of representing a high-profile organisation to external agencies/stakeholders.
- Experience of identifying and meeting development needs and an understanding of calibration methodologies.
- Experience of mentoring organisations, teams or individuals in a healthcare setting and an understanding of the factors that may contribute to underperformance.
- An understanding of Quality Systems in a primary care context and knowledge of quality improvement as applied to general practice at a system and practice level.
- An understanding of equality and diversity and where challenges may arise in the role of Medical Director.
- Experience of evaluation methodologies.
- Demonstrable skills in communications, team building, training, and leadership.
- Appropriate levels of IT literacy.

All post holders are expected to adhere to GDPR and ensure that they handle data in a manner that is compliant with the regulations.