

JOB DESCRIPTION

Job title:	Clinical Director / Clinical Lead
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SUMMARY OF MAIN RESPONSIBILITIES

- Providing leadership to IMH Employees in the assigned Locality and the ability to guide solution based care which meets the needs of the overarching CCG
- Assuring sound medical practice at all times whilst working in line with CCG and IMH policies, procedures and drug protocols
- Providing a substantive link between the directors of IMH and their responsibilities in the assigned region
- Working with other LMD's to ensure that the service being offered to stakeholders is consistent across all IMH sites
- To ensure clients who use IMH services do so safely and expediently, providing a high level of patient care and constantly improving the services that the Group provides, so improving the care delivered in the assigned PCT and its local community.
- To develop, deliver and sustain high quality, patient led and cost effective services in line with the requirements of our 'purchasers'/stakeholders and the IMH/CCG Annual Service/Business Plan.
- To provide and develop a working environment and culture of trust, openness and effective team working which fosters high morale, commitment and optimum performance among all staff and promotes their well-being, professional and personal development in line with service needs
- To organise quarterly locality meetings for GPs, providing regular peer support and teaching to all GPs in the Locality
- To attend a minimum of four clinical meetings at each practice per annum
- To provide monthly/quarterly report of Clinical governance for the locality.

SUPERVISORY RESPONSIBILITIES/POSITION IN STRUCTURE

- Responsible for GP's in sites assigned to them
- Reports to the IMH Medical Director and Regional Manager (South Coast)

SPECIFIC DUTIES/RESPONSIBILITIES

As a minimum, duties specific to all Clinical Lead/Director roles are:-

Strategic

- Contribute to developing the strategic direction of the IMH and wider local health economy
- Take shared corporate responsibility for the financial performance of IMH including the achievement of financial targets
- Responsible for the performance management of services, and are expected to contribute towards the performance management agenda across IMH in accordance with contract standards and legislative standards
- Responsible for ensuring robust systems and processes are in place within their respective region and across IMH, to ensure that corporate and clinical governance processes are adhered to and services are shown to be equitable across all IMH sites
- Contribute to ensuring business continuity is maintained as far as practicable during major incidents, emergencies or other unusual situations
- To ensure that good principles relating to diversity and equality are mainstreamed through all working practices
- To annually agree appropriate objectives and personal development plan of both themselves and of their direct reports

Leading Locality Provider Organisation Operations:-

- Provide professional and managerial leadership to their direct reports
- Lead the development of the organisation of all employees to achieve robust lines of authority, delegation and accountability
- Ensure that the IMH achieves all key national and local performance targets relating to patient care and agreed activity levels, within available resources
- To continuously review performance against plans and take action as necessary
- Ensure that services are delivered in a patient centred manner and maintain compliance with Standards for Better Health
- To ensure GP staff are annually appraised, have their development needs identified and have a personal development plan
- To ensure the leadership and the management development of the Clinical Team(s), including career path and succession planning, in conjunction with the IMH Medical Director
- To provide leadership to the clinical and administrative staff and ensure the maximum and efficient use of staff to ensure the delivery of safe and excellent patient care
- Through the Practice Managers, ensure the consistent implementation of all Human Resources policies and procedures, ensuring compliance with employment legislation and regulation
- Develop a cohesive, motivated and high performing team within the Locality ensuring effective operational management of all clinical functions
- Deliver effective and transparent processes to ensure control of financial, clinical, workforce and estate resources
- Liaise with the colleagues across IMH and external stakeholders (including other local health providers) to ensure that activities are appropriately co-ordinated and integrated

Service Improvement and Business Development:-

- Develop an innovative and forward thinking Service that recognises the significance of IMH working within a competitive environment and identify opportunities for future growth within assigned region
- Maximise opportunities for service development and improvement, ensuring the existence of a culture of continuous improvement and high quality patient care within the structure of IMH
- To ensure that the locality generates the required level of income and maximises the opportunity for income generation and efficiency
- Ensure that service policy developments are in line with national directives and local frameworks

Leading effective partnerships and relationships:-

- Take a lead in building relationships for health and service improvement with key partners including Local Trusts, contractors, other PCTs and partners in local government and industry (where appropriate)
- To play a full and active role in the corporate life of the local NHS and region.
- Develop and foster effective partnership working with other stakeholders, external agencies and healthcare providers

Corporate:-

- Participate in on-call rota ensuring that standards of care are addressed where necessary
- Other duties as may be agreed with the Overarching Medical Director
- Leadership Responsibilities including training and development where required
- Have a high level of understanding of the national perspective and future strategy for the NHS and related areas of Health and social care to ensure that staff are fully aware of implications and can contribute effectively to service improvement.
- Develop staff knowledge and skills to promote equality and diversity and address inequalities both in employment and service delivery.

Role Requirement	Essential	Desirable
Qualifications & Training	<ul style="list-style-type: none"> - Employed at Clinical Director level, working in the local medical community and registered with GMC or qualified doctor employed in medical management - Satisfactory record of continuous professional development - Evidence of participation in management development opportunities 	<ul style="list-style-type: none"> - Have postgraduate specialist qualification - To be a GP with Special Interest - MBA - Over 5 years experience heading up several practices
Knowledge & Understanding	<ul style="list-style-type: none"> - Sound knowledge of clinical governance and effective systems of medical management such as job planning, appraisal and clinical assessment - An understanding of medical recruitment and training matters - Evidence of being involved in improving health inequalities - Demonstrates good strategic awareness of wider NHS issues and the implication of NHS drivers on Trust services 	<ul style="list-style-type: none"> - Training Qualification - Additional Clinical Qualifications relevant to needs of local population
Experience	<ul style="list-style-type: none"> - Extensive involvement in management roles - Considerable experience in clinical leadership roles - Evidence of leading service change with colleagues - Evidence of working with PCT's to develop services and engaging others related to service delivery - Credible to medical colleagues 	<ul style="list-style-type: none"> - Trained Facilitator - GP Tutor - Evidence of working with external agencies (PCT/LINK/GP Forums) in a leadership capacity
Personal Skills and Qualities	<ul style="list-style-type: none"> - Good organisational skills - Good team leadership skills - Ability to communicate effectively with staff at all levels and with colleagues within and external to IMH - Effective motivator with strong influencing skills and personal credibility 	<ul style="list-style-type: none"> - Effective media communication skills - Effective stakeholder engagement and facilitation skills

	<ul style="list-style-type: none">- Ability to analyse complex issues and identify potential solutions- A clear commitment to delivering quality and patient focused services- Focused on delivering objectives and improvements to patient services- Understands other functional perspective eg. Finance, HR- Can take a corporate approach to key issues- Works to meet the needs of IMH	