

Primary Care Clinical Lead Role Outline

Role:	Primary Care Transformation Clinical Lead
Accountable / Responsible to:	Reporting to the LLR Medical Director
Remuneration:	£15,781 per annum
Time commitment:	2 sessions per week (4 hours)
Tenure:	Fixed term to 31 st March 2025
Base:	As per current contract

Context

Across Leicester, Leicestershire and Rutland (LLR) integration and transformation of care is key our system vision to: *To develop an outstanding, integrated health and care system that delivers excellent outcomes for the people of Leicester, Leicestershire and Rutland.*

To achieve our vision it is vitally important that clinical leadership is at the heart of our transformation agenda, ensuring that we address our key priority areas for design and transformation.

Clinical leads will be assigned a key transformation area or design group to be the representative for primary care however fundamentally the role will be to feed into our system priorities:

- reduce health inequalities across Leicester, Leicestershire and Rutland
- develop a system operating model to deliver integrated care pathways at neighbourhood, place and system levels, delivering improved outcomes for our population through a population health management approach
- deliver our 10 System expectations and associated actions
- improve our position in relation to performance and quality.

ICS – Integrated Care System

ICB – Integrated Care Board

ICP – Integrated Care Partnership

Role Summary

As a member of the LLR ICS clinical leadership team, you will share responsibility as part of the team to ensure that the ICS exercises its functions effectively, efficiently and economically, with strong clinical input

The post holder will bring clinical expertise and experience in the specific clinical field that forms the focus of the role in line with the advertised position.

The post holder will not be required to have executive oversight or managerial responsibilities, as this responsibility falls within the remit of the Executive Management Team.

Key Responsibilities

1. To provide clinical advice and expertise in developing and reviewing local priorities in partnership with the ICS stakeholders through understanding local issues affecting patients, the public and general practices.
2. Provide clinical and primary care insight into a specialist area or transformation agenda. Ensuring that the impact of redesign and transformation is thought through and managed with the best impact on patients and the NHS and social care system.
3. Engage, lead and energise clinician to clinician conversations across the health and social care system to reach a common goal ensuring ideas are moved into reality and benefits are realised.
4. To ensure decisions are taken with regard to securing the best use of public money
5. To work closely with the management teams, and clinical / non-clinical members of the ICS partners in the development, implementation and review of local priorities and policies.
6. To represent the ICS in groups / meetings within the ICS and across Leicester, Leicestershire and Rutland providing a clinical view on policy, strategy, implementation and performance.
7. Ensure that patient feedback and experience is incorporated in every part of the decision-making processes.
8. To ensure responsibility for own continuous professional development; and ensure mandatory training is undertaken in line with the ICB requirements.

a) Core attributes and competencies

Each individual needs to:

- i. demonstrate commitment to continuously improving outcomes, tackling health inequalities and delivering the best value for money for the taxpayer;
- ii. embrace effective governance, accountability and stewardship of public money and demonstrate an understanding of the principles of good scrutiny;
- iii. demonstrate commitment to clinical transformation, the ICB and to the wider interests of the health and social care services;

- iv. bring a sound understanding of, and a commitment to upholding, the NHS principles and values as set out in the NHS Constitution;
- v. demonstrate a commitment to upholding The Nolan Principles of Public Life along with an ability to reflect them in his/her leadership role and the culture of the ICB;
- vi. be committed to upholding the proposed *Standards for members of NHS Boards and Governing Bodies in England* developed by the Council for Healthcare Regulatory Excellence;
- vii. be committed to ensuring that the organisation values diversity and promotes equality and inclusivity in all aspects of its business;
- viii. consider social care principles and promote health and social care integration where this is in the patients' best interest; and
- ix. bring to the ICS and ICB, the following leadership qualities:
 - **creating the vision** - effective leadership involves contributing to the creation of a compelling vision for the future and communicating this within and across organisations;
 - **working with others** - effective leadership requires individuals to work with others in teams and networks to commission continually improving services;
 - **being close to patients** - this is about truly engaging and involving patients and communities;
 - **intellectual capacity and application** - able to think conceptually in order to plan flexibly for the longer term and being continually alert to finding ways to improve;
 - **demonstrating personal qualities** - effective leadership requires individuals to draw upon their values, strengths and abilities to commission high standards of service; and
 - **leadership essence** - can best be described as someone who demonstrates presence and engages people by the way they communicate, behave and interact with others.

b) Core understanding and skills

Each individual will have:

- i. a general understanding of good governance and of the difference between governance and management;
- ii. a general understanding of health and an appreciation of the broad social, political and economic trends influencing it;
- iii. capability to understand and analyse complex issues, drawing on the breadth

of data that needs to inform IBC deliberations and decision-making, and the wisdom to ensure that it is used ethically to balance competing priorities and make difficult decisions;

- iv. the confidence to question information and explanations supplied by others, who may be experts in their field;
- v. the ability to influence and persuade others articulating a balanced, not personal, view and to engage in constructive debate without being adversarial or losing respect and goodwill;
- vi. the ability to take an objective view, seeing issues from all perspectives, especially external and user perspectives;
- vii. the ability to recognise key influencers and the skills in engaging and involving them; the ability to communicate effectively, listening to others and actively sharing information; and
- viii. the ability to demonstrate how your skills and abilities can actively contribute to the work of the governing body and how this will enable you to participate effectively as a team member.

c) Core personal experience

- i. previous experience of working in a collective decision-making group responsible for leading transformation
- ii. a track record in securing or supporting improvements for patients or the wider public.

Whilst appointed post holders will not be officers or employed by the ICB they will be considered workers and therefore the following standard clauses will be required in any contractual arrangements with primary care

Mobility

Employees may be required to work at other sites as the organisation develops subject to consultation. The organisation is in a period of rapid change which may lead to modification of structures and job descriptions. The post holder will be expected to co-operate with changes subject to consultation, at any time throughout the duration of your contract.

Health and Safety at Work Act 1974

It is the duty of all employees of the organisation to ensure that safe working environment and safe working practices are maintained at all times. It is also the responsibility of management to do so.

To carry out the duties placed on employees by the Health and Safety at Work Act 1974 i.e.

1. To take reasonable care for the health and safety of themselves and of other persons who may be affected by their acts or omissions at work.
2. To co-operate with their employer as far as is necessary to meet the requirements of the legislation.
3. Not to intentionally or recklessly interfere with or misuse anything provided in the interests of health, safety of welfare in the pursuance of any relevant statutory provisions.
4. To complete all mandatory training.

Data Protection Responsibilities

In line with national legislation (i.e. the General Data Protection Regulations, the Data Protection Act 2018, including other related legislation and as updated from time to time) and organisation policy, all data will be processed in a fair and lawful way, for the specific registered purpose and not disclosed in any way incompatible with such purpose or to any unauthorised persons or organisations.

USERS must make their nominated officer aware of any changes to their Computerised system, Software utilised and personal data that is processed / disclosed.

Ensure that any relevant changes are notified to the nominated officer.

Comply with the Eight Data Protection Principles contained within the Act.

Equality and Diversity

East Leicestershire and Rutland CCG is committed to promoting equal opportunities and to recognising and valuing people's differences. The post holder is required to comply with and actively promote the organisation's equal opportunities policy. This applies to all activities of the CCG.

Smoking at Work

All employees must comply with the organisation's no smoking policy which prohibits smoking during working time, when representing the organisation and generally throughout its premises, including buildings and grounds.

IM and T (Information Systems)

All staff are expected to utilise the relevant national and local IMT systems necessary to undertake their role.

Infection Control

To support the Trust in achieving a reduction in Health Care associated infections i.e.:

- To carry out duties placed on employees by the Health Act 2006

- To be familiar with, and comply with CCG Policies / guidelines on infection control
- To attend all mandatory training in relation to infection control.

Safeguarding Responsibilities

The organisation takes the issues of Safeguarding Children, Adults and addressing domestic violence very seriously. All employees have a responsibility to support the organisation in our duties by:

- Attending mandatory training on Safeguarding children and adults
- Making sure they are familiar with their and the organisation's requirements under relevant legislation
- Adhering to all relevant national and local policies, procedures, practice guidance (e.g. LSCB Child Protection Procedures and Practice Guidance) and professional codes
- Reporting any concerns to the appropriate authority.
- Policies and Procedure

All employees, at all times are subject to the policies and procedures of the organisation.

Confidentiality

The organisation attaches the greatest importance to patient confidentiality and to the confidentiality of personal health data, personal data and other data held and processed by the organisation. All data should be treated as confidential and should only be disclosed on a need to know basis. Some data may be especially sensitive and is the subject of a specific organisation policy, including information relating to the diagnosis, treatment and/or care of patients, individual staff records and details of contract prices and terms. Under no circumstances should any data be divulged or passed on to any third party who is not specifically authorised to receive such data. Due to the importance that the organisation attaches to confidentiality disciplinary action will be taken for any breach of confidentiality. All members of staff are expected to comply with national legislation and local policy in respect of confidentiality and data protection.

All employees should be mindful of the six information management Caldicott principles when dealing with organisational data and person identifiable information.

1. Justify the purposes of using confidential information
2. Only use it when absolutely necessary
3. Use the minimum that is required
4. Access should be on a strict need to know basis
5. Everyone must understand his or her responsibilities
6. Understand and comply with the law

If there is any doubt whether or not someone has legitimate access to information, always check before you disclose.

Primary Care Clinical Lead (Transformation Themes)

Person Specification

Criteria	Essential/ Desirable
Qualifications	
Evidence of continuing professional development	E
3 years' experience in a health, corporate, or voluntary sector organisation	E
Experience	
Experience of redesign of clinical pathways to improve patient care, outcomes or reduce unwarranted variation in health inequalities.	E
Experience of working on projects and programmes demonstrating efficiencies and value for money.	E
Experienced at working in a collaborative decision-making group to improve outcomes for patients	E
Knowledge & Understanding	
Demonstrable knowledge of Public Sector Equality Duty	E
Demonstrable skills, clinical knowledge and clinical experience in relation to health inequalities, including warranted and unwarranted health inequalities, and transformational change in clinical settings.	E
Have an understanding of the resource allocations devolved to NHS bodies.	E
Knowledge of governance within the NHS.	E
General understanding of health and an appreciation of the broad social, political and economic trends influencing it.	D
A general understanding of good governance and of the difference between governance and management.	E
Demonstrable understanding of the NHS principles and values as set out in the NHS Constitution.	E

Criteria	Essential/ Desirable
An understanding of the principles of value for money and an ability to challenge performance on this basis	E
Good understanding of the role of effective communications and engagement with patients, public, workforce and stakeholders	E
Understanding of (and commitment to upholding) the Nolan Principles of Public Life, and the Standards for members of NHS Boards and Clinical Commissioning Group Governing Bodies in England	E
Attributes and Competencies	
Able to give independent view on development and implementation of strategy and policy	E
Capability to understand and analyse complex issues, drawing on a breadth of data to inform decision-making, and to see that information ethically to balance competing priorities and make difficult decisions.	E
Ability to influence and persuade others in a constructive debate	E
Ability to take an objective view, seeing issues from all perspectives, especially external and user perspectives	E
Ability to communicate effectively, listening to others and actively sharing information	E
Sensitivity and organisational skills to operate effectively across complex work cultures and environments	E
Politically astute, with highly developed skills in engaging, influencing and securing shared ownership	E