

JOB DESCRIPTION

Job Title:	Medical Director
Main Place of Work:	Linton House Clinic, Thirlestaine Road, Cheltenham, GL53 7AS and such other areas as required.
Responsible to:	The Chief Executive
Accountable to:	The Board of Trustees
Job Purpose:	To provide clinical leadership for the Charity

Key areas of responsibility will include:

- Responsible for ensuring appropriate systems & procedures are embedded to deliver safe, caring effective medical care
- Providing clinical advice to the board
- Providing professional leadership and being a bridge between medical staff and the Board
- To advise the Board of Trustees on all clinical matters
- Providing translation, assessing the mood and creating alignment between the organisation and medical staff
- Outward facing work with external organisations
- Quality/Clinical Governance
- Overseeing the appointment of clinicians
- Assisting in the formation and implementation of clinical strategy
- Responsible for identifying good practice and sharing it to improve performance and reputation

Principle Duties

- Be a highly visible leader of clinicians working with Cobalt
- Lead with the Chief Executive in delivering improved quality of care under the three themes of improving clinical effectiveness/outcomes, patient safety and patient experience
- Take specific responsibility for ensuring safe clinical practice and acceptable clinical standards/outcomes; ensuring that all Departments have robust measures in place to deliver high quality and safe care for patients
- To provide advice and guidance to the Board on all patient safety and clinical effectiveness and medical workforce issues, delivering the highest quality and safe care
- Take a lead role in shaping the clinical services strategy across the Charity, working with the Chief Executive and Heads of Departments
- Engage with referrers and other external agencies when required so that patients have optimum care pathways throughout their diagnosis and treatment

- To sit on the Clinical Governance Committee
- To sit on the Research Committee
- Act as the guardian of professional standards across the medical workforce
- To support the Charity's strategy for Medical Research & Innovation ensuring that the Charity is seen as an organisation that excels in clinical excellence
- To support the clinical marketing plans with the development of case studies, clinical presentations and other relevant actions
- To provide a link on clinical issues between the Charity and radiologists and clinicians working within Cobalt
- To support compliance with the Care Quality Commission standards and other accreditation schemes such as the Imaging Services Accreditation Scheme
- To assist in the evaluation of clinical developments, reporting to the Board when appropriate

Line management

- There is no line management responsibility associated with this post

Teamwork

- To work collaboratively with other departments within Cobalt
- Champion the professional integrity of the organisation
- Adhere to corporate policy and procedure

Personal Development

All Cobalt staff are required to participate in the organisation's annual appraisal scheme. The end of year appraisal will include a personal development review where progress made over the last year is discussed and agreed. Focus on the following year's departmental and personal objectives will be identified, discussed and agreed.

Health & Safety

In addition to any responsibilities specified within your job description above, it is your duty to:

- Take reasonable care of the health and safety of yourself and of the other people who may be affected by actions and omissions at work
- Co-operate with the employer in ensuring that all statutory and other requirements are complied with

Infection Control

Make themselves aware of their responsibilities for infection prevention and control. Co-operate with the employer in ensuring that all infection prevention and control policies and procedures are compliant. Conduct hand hygiene in accordance with Cobalt policy, challenging those around you who do not.

DBS Disclosure

All appointments are subject to a satisfactory check by the Disclosure and Baring Service. Failure to disclose any previous convictions or cautions may result in the withdrawal of the post or termination of contract

Confidentiality

Under no circumstances either during or after the end of your employment (however it is terminated) may you divulge to any unauthorised person confidential information relating to the Charity. This includes, but is not limited to, information covering patients, individual staff records, industrial relations, financial affairs, contract terms and prices or business forecasts.

Equality and Diversity

It is the responsibility of all employees to support the Charity's vision of promoting a positive approach to diversity and equality of opportunity, to eliminate discrimination and disadvantage in service delivery and employment, and to manage, support or comply through the implementation of Equality & Diversity Strategies and Policies.

Data Protection

If required to do so, to obtain, process and/or use information held on computer or other IT system in a fair and lawful way. To hold data only for specific registered purpose and not use or disclose it in any way incompatible with such purpose. To disclose data only to authorised persons or organisations as instructed.

Information Governance

You should be aware of all information governance policies and procedures, in order to ensure necessary safeguards are upheld for the appropriate use of patient and personal information.

Safeguarding Responsibilities

The Charity 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 requirements 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

This is an outline of the post-holder's duties and responsibilities. It is not intended as an exhaustive list and may change from time to time in order to meet the changing needs of the Charity.

This post is subject to the terms and conditions of employment

The Candidate

Experience

The candidate must be able to demonstrate experience as a senior Clinician, in radiology, in a large and complex NHS organisation.

It is important that an understanding of the values and ethos of the NHS and Cobalt can be demonstrated. Understanding of the direction of travel for the NHS.

Personal characteristics should include drive, vision, strategic mindset, clarity of purpose, proven track record of delivery, resilience and high levels of integrity.

Essential Qualifications

- GMC registered specialist consultant
- Evidence of continuing professional development
- Evidence of leadership development

Knowledge and experience

- Experience of participating in and developing research projects.
- Absolute patient focus
- Extensive experience of leading and directing change in clinical practice with evidence of successful outcomes
- Demonstrates relevant experience and skills of continuous improvement techniques, which have led to sustained service improvement and improvement in patient quality
- Highly developed leadership and influencing skills
- A commitment to improving patient services through a clear performance focus on achieving demanding goals
- Possess the ability and political acumen to network effectively, internally and externally at a senior level
- Have the capacity to build and instill trust and confidence amongst colleagues internally and across organisations
- Possess excellent communications skills with the ability to be clear and persuasive in speech and writing; and to handle difficult and sensitive situations
- Ability to produce high quality coherent reports and present at Board level
- Demonstrable evidence of preparing and leading change management programmes and proven record of successful delivery
- Proven ability to influence and a strong commitment to the development of others
- Current evidence and thinking on practices which reduce health inequality, improve patient access, safety and ensure organisations are well led



Person Specifications

Education And Training	Essential	Desirable
GMC registered specialist radiology consultant, with no restrictions	x	
Postgraduate level management qualification		x
Evidence of continuing professional development	x	

Knowledge And Skills	Essential	Desirable
An outstanding reputation as a clinician and clinical leader with a proven track record of producing high quality outcomes and patient experience	x	
Comprehensive understanding a commitment to the adherence of the principles of the Royal College of Radiologist and College of Radiographers Quality Standard for Imaging	x	
Experience of working in a Diagnostic Imaging Department, with a wide range of imaging modalities	x	
Extensive and demonstrable experience in contributing at a corporate level to the development of a clear organisation vision and strategy		x
Experience in improving medical engagement through the leadership of organisation-wide change programmes to improve patient outcomes, simplify processes and reduce waste	x	
Evidence of having influenced system-wide change and service redesign through strong, effective and collaborative relationships within an organisation and across the wider health and care economy	x	
Successfully developing and implementing clinical strategies, and putting and underpinning policies procedure in place to deliver and measure and desired outcomes	x	
Proven success in leading, motivating and holding to account complex, multi-disciplinary clinical services	x	
Experience of managing performance and conduct issues relating to medical staff	x	
Detailed understanding of the medical education system and experience of supporting practitioner development	x	
Experience of implementing and improving governance structures and systems and effectively monitoring and managing risk management strategies and systems	x	
Experience of implementing and improving governance structures and systems and effectively monitoring and managing risk management strategies and systems	x	