

JOB DESCRIPTION

POST: CLINICAL DIRECTOR
DIRECTORATE: SURGERY AND CRITICAL CARE
TENURE OF POST: 1 APRIL 1998
REPORTS AND RESPONSIBLE TO: CHIEF EXECUTIVE

MAIN PURPOSE OF ROLE

The Clinical Director will be responsible and accountable to the lead Clinical Director for all resources within his/her Specialty whether human, financial or physical and for all outcomes from the deployment of these resources both in terms of quantity and quality.

A primary imperative will be the development of the working relationship with the lead Clinical Director and the Clinical Services Manager, based on mutual respect of each others views and contributions, to create an effective management team for the Directorate. Also of key significance in relation to effective management of the Directorate is the mutually respectful relationships between colleagues across all disciplines and all directorates.

SPECIFIC RESPONSIBILITIES

- the proactive planning of service development and delivery
- agreeing service levels for contracts and the monitoring of performance against these contracts
- management of delegated budgets
- securing service level agreements with relevant departments supplying services to the Specialty and to whom the Specialty supplies services
- managing the total quality dimension of service delivery including the development of quality standards specific to the Specialty services
- managing the achievement of Patient Charter Standards
- managing the interface between primary, secondary and tertiary care

- in association with the other Clinical Management Team members develop the public relations profile of the Directorate
- managing the staff of the Specialty including recruitment, discipline, morale, training and development
- be responsible for the resources utilisation within the Specialty including consumables, energy, equipment, maintenance, on call services, etc.
- participate and contribute to the Hospital Management Team and other fora as required.
- participate in the development of medical and clinical audit within the Directorate
- be responsible for the adherence to Statutory standards (eg. Health and Safety) within the Specialty

The success of the Directors role will be measured against the outcome of the Annual Business Plan objectives set for the Directorate.

March 1998

NOTE

Page 321-004gd-003 to 005 – Clinical Director – Job Description (duplicate) – not issued

10 June 1994

Dear

At the recent workshop it was indicated by Clinical Directors that it was important that you had some form of clarification of the role you were expected to undertake as Director.

In recognition that this role is in addition to your current clinical commitment a payment of 1 additional session will be made to you with effect from 1 April 1994. This agreement may be terminated by either party by giving 3 months notice in writing.

Skizzen

COPY TO PERSONAL FILES:-

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321-004gd-006

JOB DESCRIPTION

POST: CLINICAL DIRECTOR
DIRECTORATE:
TENURE OF POST: 1 APRIL 1994 -
REPORTS AND RESPONSIBLE TO: UNIT GENERAL MANAGER

MAIN PURPOSE OF ROLE

The Clinical Director will be responsible and accountable for all resources within his/her Directorate whether human, financial or physical and for all outcomes from the deployment of these resources both in terms of quantity and quality.

A primary imperative will be the development of the working relationship with the Clinical Services Manager, based on mutual respect of each others views and contributions, to create an effective management team for the Directorate.

SPECIFIC RESPONSIBILITIES

- the proactive planning of service development and delivery
- agreeing service levels for purchasing contracts and the monitoring of performance against these contracts
- management of delegated budgets
- securing service level agreements with relevant departments supplying services to the Directorate and to whom the Directorate supplies services
- managing the total quality dimension of service delivery including the development of quality standards specific to the Directorates services
- managing the achievement of Patient Charter Standards
- managing the interface between primary, secondary and tertiary care
- developing the public relations profile of the Directorate
- managing the staff of the Directorate including recruitment, discipline, morale, training and development
- be responsible for resource utilisation within the Directorate including consumables, energy, equipment, maintenance, on call services, etc.

- participate and contribute to the Corporate Business and Strategy Forum and ensure representation on the Hospital Management Team and other fora as required
- be responsible for the development of medical and clinical audit within the Directorate
- be responsible for the adherence to Statutory standards (eg. Health & Safety) within the Directorate

The success of the Director's role will be measured against the outcome of the Annual Business Plan objectives set for the Directorate.

June 1994



29th July 1997

Mr Paul Bateson
Clinical Director
General Surgery
Altnagelvin Hospital

Dear Mr Bateson

DIRECTORATE CLINICAL DIRECTOR

I am pleased to confirm your appointment to the post of Directorate Clinical Director, Surgery and Critical Care with effect from 1st April 1997 until 31st March 1998.

As before, in recognition that this role is in addition to your current clinical commitment a payment of 1 additional session will be made to you with effect from 1 April 1997. This agreement may be terminated by either party by giving 3 months notice in writing.

Yours sincerely

STELLA BURNSIDE
Chief Executive

cc Niall Smyth, Director of Finance
Salaries & Wages, for action
Terms & Conditions, for personal file