

Morris U'Kane
Clinical Dir.
Pathology

JOB DESCRIPTION

POST: CLINICAL DIRECTOR
TENURE OF POST: 3 YEARS
REPORTS AND RESPONSIBLE TO: CHIEF EXECUTIVE

MAIN PURPOSE OF ROLE

The Clinical Director will be responsible and accountable 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 and in accordance with the strategic aims of the Trust.

A primary imperative will be the development of the working relationship with the Directorate 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

- To lead in the development of Clinical and Social Care Governance arrangements within the Directorate and ensure that the Directorate participates in the Trust's Clinical Governance responsibilities including the following specific areas:-
 - ❖ Regular audit of the process of care delivery, clinical outcomes and patient/user experience of care
 - ❖ Ensure that patient care is commensurate with the current evidence base of best practice and that this is shared with colleagues
 - ❖ Reporting and monitoring of incidents (including clinical) and complaints and ensuring that lessons are learnt from these with a resulting improvement in standards of care

- ❖ Ensure a proactive programme of risk assessment within the Directorate and implementation of agreed action plans to eliminate or reduce the risk
 - ❖ Ensure that staff appraisal is carried out for all staff, training needs are identified and a Directorate Training Plan is developed.
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- the proactive planning of service development and delivery taking advantage of all opportunities created by the new Consultant contract and Agenda for Change to introduce new ways of working.
 - agreeing service levels for contract and the monitoring of performance against these contracts.
 - management of delegated budgets.
 - securing service level agreements with relevant departments supplying services to the Specialty's within 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 Specialty services.
 - Managing the achievement of Priorities for Action targets as required and internally set performance targets as appropriate.
 - 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 service, etc.

- participate and contribute to the Hospital Management Team and other fora as required.
- 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.

December 2004

NOTE

Page 321-004ge-004 to 009 – Clinical Director – Job Description x 2 (duplicates) – not issued