

## Cambridgeshire and Peterborough CCG Role Description CCG Diabetes Locality Clinical Leads

<b>Job Title</b>	<b>CCG Diabetes Locality Clinical Lead</b>
<b>Base Location</b>	<b>Dependent on successful candidate (Ability to travel to other sites and CCG offices is required).</b>
<b>Sessions</b>	<b>Up to one session per week</b>
<b>Accountable to</b>	<b>CCG Director of Community Services and Integration</b>
<b>Responsible for</b>	<b>Supporting Clinical Leadership for the transformation of local diabetes services and primary care engagement with the National Diabetes Prevention Programme</b>

### General Information

#### Vision

Cambridgeshire and Peterborough CCG will work in partnership to improve quality of care, to develop healthy communities through change and innovation, making wise decisions about how we use the resources available to us.

#### Our Values

We are committed to being;

- Organised
- Honest
- Decisive
- Innovative
- Ambitious
- Compassionate

### Job Purpose

Cambridgeshire and Peterborough STP has been successful in securing national funding for improving care for people with diabetes. The funding was awarded to support three main areas: increasing attendance at diabetes structured education, improving achievement of the NICE recommended treatment targets, and implementation of a multidisciplinary footcare team at the North West Anglia NHS

Foundation Trust. We are looking for Diabetes Locality Clinical Leads who will lead the development and implementation of the Diabetes pathways.

Additionally, Cambridgeshire and Peterborough CCG is part of Wave 1 of the National Diabetes Prevention Programme (NHS DPP). As part of this role the Diabetes Clinical Lead will provide clinical input into the local programme, and help encourage primary care engagement. The current contract is in place until July 2018, and we are about to start a procurement process to identify the local provider for the new contract period.

We are looking for **locality clinical leads** who can work up to one session per week, to ensure strong clinical leadership to both projects and increase primary care awareness and engagement with the diabetes programme.

Supported by the full time Diabetes Programme Manager, the core objectives will be to **provide clinical input to:**

- The development of a long-term vision for improving outcomes for people with diabetes that includes care models, standards and pathways informed by the Right Care principles;
- Develop and oversee implementation of diabetes plans
- Identify and quantify short term opportunities to improve the cost-effectiveness of care delivery;
- Propose and evaluate reconfiguration options, taking into consideration:
  - Demand projections;
  - Service standards;
  - Design principles; and
  - Agree evaluation criteria.

As a member of the Diabetes Programme Board, the post holder will be responsible for:

- Providing recommendations for opportunities to improve effectiveness and efficiency of local diabetes care and proposals for reconfiguration options that will inform the health and care system's long term vision for sustainable health and care;
- Ensuring that emergent recommendations take into account a broad range of health and care professional, patient and public perspectives; and
- Representing the Diabetes Programme Board to attend the Primary Care & Integrated Neighbourhoods (PCIN) Delivery Group as required to update on the work of the diabetes programme.
- (The diabetes programme is one of a number of workstreams that are part of the PCIN Delivery Group that supports the overall Sustainability and Transformation Programme (STP)).

## Key Duties and Responsibilities

- The post holder will be responsible for the provision of clinical advice and leadership to the Diabetes workstream, and the NHS DPP.
- To provide support in the local healthcare systems in order to inform decision making that transforms services and improves health outcomes for people with diabetes.
- Liaise with stakeholders and other primary care colleagues to ensure that they are kept informed of the latest challenges and trends in health care in Cambridgeshire and Peterborough.
- Provide clinical input to any procurement processes that the CCG may be engaged in which are relevant to the portfolio.
- Act as an ambassador for the CCG and support the engagement of other primary care colleagues with the diabetes programme. This may include attendance at practice visits as required to discuss the programme and answer queries.
- Provide clinical advice to inform recommendations for improving efficiency and effectiveness of diabetes care.
- Foster a culture of multi-professional engagement in the improvement of diabetes care across pathways & providers. This will include collaborating and engaging with clinical colleagues to deliver ambitious change programmes of quality improvement to deliver improved clinical outcomes/patient experience.
- Be the public facing lead clinician for the development and transformation of the diabetes clinical pathways.
- Maintain credibility with all key players within the network community, fostering a culture of collaboration for the delivery of equitable, high quality care. At times this will include supporting the work of the clinical advisory group and acting as an 'honest broker' reconciling conflicting views and interests.
- Understand, communicate and support the implementation of clinical policy relating to diabetes care (including NICE Quality Standards and Outcome Strategies) to inform recommendations and ensure evidence based and collaborative approach is taken in the development of all proposals.

## Relevant to all Clinical Leads

- Clinical Leads will be expected to declare any Conflicts of Interest and keep the CCG informed of any changes to personal or business interests that may affect their ability to remain impartial.

- Clinical leads must comply with the Single Equality Scheme and must not discriminate on the grounds of sex, colour, race, ethnic or national origins, marital status, age, disability, sexual orientation or religious belief.
- Cambridgeshire & Peterborough CCG is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment.
- Clinical Leads have a responsibility to themselves and others in relation to managing risk, health and safety and will be required to work within the policies and procedures laid down by Cambridgeshire and Peterborough CCG.
- All clinical leads are subject to the Data Protection and Freedom of Information Acts and must maintain strict confidentiality of information in accordance with Cambridgeshire and Peterborough CCG policy and, where applicable, with the relevant policy of their professional body. The post holder may access information only on a need to know basis in the direct discharge of duties and divulge information only in the context of calculated Data Protection Guidelines.
- Any data that is taken/shared as part of a phone call or transported, faxed or transferred electronically must be undertaken with regard to C&P CCG Information Governance and Information Security policies.
- Maintain own professional development and take part in annual performance appraisal process.
- Undertake mandatory training and any other training relevant to the role as required by C&P CCG.
- The post holder is required to participate in relevant emergency preparedness processes for their team.
- Cambridgeshire and Peterborough CCG seek to establish a safe and healthy working environment for its employees and operate a non-smoking policy.
- All of the above activities are governed by the operational policies, standing financial instructions, policies and procedures and standards of Cambridgeshire and Peterborough CCG, as well as legislation and professional standards and guidelines.
- The post holder must participate in clinical and other audits as required.
- The job description and person specification are an outline of the tasks, responsibilities and outcomes required of the role. The job holder will carry out any other duties as may reasonably be required by their Line Manager.

This is a description of the job as it is at present constituted. It is the practice of Cambridgeshire and Peterborough CCG to regularly examine employees'

job descriptions and to update them to ensure they relate to the job as then being performed, or to incorporate whatever changes are being proposed. This procedure is jointly conducted by each manager and those working directly to him or her. You will, therefore, be expected to participate fully in such discussions and, in connection with them, to re-write your job description to bring it up to date if this is considered necessary or desirable. The aim is to reach agreement on reasonable changes, but if agreement is not possible Cambridgeshire and Peterborough CCG reserves the right to insist on changes to your job description after consultation with you.

- All organisations have a legal duty to check employees' documentation to ensure they are entitled to work in the UK and failure to conduct appropriate checks can result in criminal prosecution and/or a fine of up to £10,000 for each illegal worker. Therefore Cambridgeshire and Peterborough CCG's Counter Fraud Provider, TIAA will be undertaking checks on all new starters using ID scanning equipment to ensure that the identity documentation that has been provided by prospective employees is genuine.
- An essential component of the CCG is to ensure that all staff comply with the governance requirements of CCG's policies and procedures in place to ensure full compliance across the organisation. Staff should make themselves aware of and comply with all relevant policies, including:
  - CCG Constitution
  - Standards of Business Conduct and Managing Conflicts of Interest
  - Standing Financial Instructions (embodied within the CCG Constitution)
  - Standards of Business Conduct and Commercial Sponsorship Policy
  - Raising Issues of Serious Concern at Work (Whistleblowing) Policy and Procedure
  - Counter Fraud Policy
  - Anti-Bribery Policy

The above list is not exhaustive and may be varied by the CCG as required.