**Job Title: Clinical Lead for Digital Transformation**

**Hours of work:** 4 hours per month (working time flexible)

**Contract Length:** 12**-**month fixed term

**Remuneration:** Commensurate with professional registration

**Responsible to:** Borough Clinical Lead for Training Hub (TH)

**Accountable to:** Borough TH Programme Manager

**Location:** This role will be hosted in Barnet

**Job Summary**

This is an exciting opportunity to support your local Training Hub team in providing clinical leadership to the training hub and primary care networks (PCN) enabling digital transformation. The Training Hub is seeking clinicians interested in developing the borough digital plan, work with PCN digital transformation leads and work with borough stakeholders involved in the primary care workforce.

The post holder will be responsible for championing a digital model of care, providing support to the borough clinical leadership and PCNs who are developing a digital transformation plan. This post should offer support to the borough leadership on identifying issues, working with digital leads and coordinating a digital approach to changes in primary care.

The role will work closely with the borough Training Hub team and PCN clinical directors.

**Digital Champions and Transformation Leads**

The digital champion programme has been designed to enhance changes in digital programmes across the PCN landscape. Digital champion support can improve a learner’s understanding of digital technologies and their confidence and motivation to use them, and they can provide an important tool to help improve the digital literacy of our workforce and, therefore, the overall quality of care received by our patients.

Digital Champions Programmes are initiatives that are designed to encourage confidence, understanding and motivation by empowering staff to use digital tools more effectively themselves and, in some cases, encouraging staff to pass that knowledge onto colleagues. The champions have been recruited to borough level and liaising with this network can enhance digital transformation.

Digital and Transformation Leads are a new ARRS role. The role will support increased access to care for patients, by supporting the adoption or optimisation of new technology and enable PCN staff to work more effectively to support general practice services.

The role will deliver a combination of the following responsibilities:

* Improve adoption and/or optimisation of new technology to enhance patient access and experience and increase PCN productivity.
* Build relationships and facilitate collaboration between practices and the wider system to support the delivery of care to patients (including shared appointments between practices to aid delivery of enhanced access).
* Review and improve the PCN’s digital maturity.
* support population health management.
* Support understanding of the type and intensity of support/training needs of the PCN and coordinate this support, including through OD programmes.
* Facilitate clinically led innovation and the effective adoption of improvement initiatives, including integrated working at neighbourhood and/or place level to improve access to services for patients.

**About Barnet Training Hub**

Barnet Primary Care Training Hub was first established in 2014 (previously known as Barnet Community Education Provider Network/CEPN) with a remit to improve the health, wellbeing, and care available to people in Barnet through strengthening the health and care workforce.

Barnet has a diverse population, with some relatively deprived areas and other more affluent areas. Barnet is the largest borough in London with about 399,000 residents, with a largely elderly population. The population is served by approximately 50 general practice surgeries which are grouped together by 7 primary care networks (PCNs).

There are approximately 80 registered nursing and care homes in the borough and many people move to Barnet to reside in these homes. Many immigrants have moved to parts of Barnet too, including young families with children.

Barnet Primary Care Training Hub comprises of a network of more than 30 stakeholders working together across health and care sectors and disciplines.

The main stakeholders are Royal Free NHS Foundation Trust (the local acute trust), Central London Community Healthcare Trust (the community provider), the Barnet Integrated Care Partnership, patient group, Barnet Federated GPs CIC, Middlesex Local Pharmacy Committee, Local Medical Committee, Public Health, Barnet Enfield and Haringey Mental Health Trust and Barnet social care.

**Responsibilities**

1. **Digital Lead Specific responsibilities**
   1. Digital Transformation leads - Provide support and clinical leadership to these roles delivering training or digital transformation to PCNs and practice staff. Provide connectivity to PCN clinical directors and training hub in unifying strategic goals.
   2. Training Hub Strategy – Work with the borough faculty, which support all workstreams and educational pathways delivering on HEE recommendations. Provide a link to other borough leadership roles in assisting Primary Care Networks to deliver on the digital transformation concepts.
   3. IT template and the LTC LCS - New developments in the LTC LCS require utilisation of new templates and models of care. Clinical leadership will be targeted at PCNs and practices to share learning and implement successful changes to primary care delivery.
   4. Targeted support – Work with borough-based Training Hub team, the cabinet working at borough level, PCN clinical directors and practice managers to identify and respond to queries from practices that require additional support to implement digital transformation.
2. **Policy & Service Development**
   1. Work with boroughs and providers to understand requirements and make recommendations to tailor the service which would enable localised and fit for purpose service delivery
   2. Make recommendations for changes and improvements to service delivery as appropriate
   3. Develop and maintain a good knowledge of emerging policies from NHS, particularly regarding workforce development
3. **System connectivity** 
   1. Ensure educational synergies identified and capitalised upon, including prevention of duplication of activities
   2. Support development of best practice for educators across NCL
   3. Through faculty steering group develop an NCL educator provider network – HEE, HEIs, further education institutions to ensure information sharing and co-creating educator development/support
4. **Key Working Relationships**
   1. Work with a broad range of internal and external stakeholders, including:
      * Local ICB Primary Care teams
      * Barnet Training Hub and Barnet General Practice Federation
      * Place (i.e., borough) Partnerships (including training hub faculty meetings, borough Cabinet meetings and borough delivery partnerships where appropriate
      * Primary Care Networks (PCNs) & General Practice
      * Health Education England
      * Local Medical Committee (LMC)
   2. Develop and maintain excellent relationships with providers across care settings, education providers and other partners to ensure continuous development of new career pathways, development, and implementation of new ways of working and relevant recruitment and retention strategies.
   3. Develop and maintain excellent relationships with digital transformation leads and digital champions.
   4. Participate in relevant internal and external working groups/projects, services, and initiatives which may be highly complex, sensitive, political, and contain contentious information with the aim of providing information and analytical advice to the teams.
5. **Team Support**

Support staff within the wider team to ensure that they can deliver the objectives for the programme and for NCL Training Hub

1. **Confidentiality / Data Protection / Freedom of Information**

Post holders must maintain the confidentiality of information about patients, staff, and other health service business in accordance with the Data Protection Act of 1998. Post holders must not, without prior permission, disclose any information regarding patients or staff. Moreover, the Data Protection Act 1998 also renders an individual liable for prosecution in the event of unauthorised disclosure of information.

1. **Equal Opportunities**

Post holders must at all times fulfil their responsibilities with regard to equality laws.

1. **Health and Safety**

Employees must be aware of the responsibilities placed on them under the Health and Safety at Work Act (1974), and to ensure that agreed safety procedures are carried out to maintain a safe environment for employees, patients and visitors.

1. **Risk Management**

All post holders have a responsibility to report risks such as clinical and non-clinical accidents or incidents promptly. They are expected to be familiar with the risk management strategy and emergency procedures and attendance at training as required.

1. **Infection Control**

Infection Control is everyone’s responsibility. All staff, both clinical and non-clinical, are required to adhere to the Hygiene Code (2006), Infection Prevention and Control Policies and make every effort to maintain high standards of infection control at all times thereby reducing the burden of Healthcare Associated Infections including MRSA.

1. **Safeguarding**

Within their sphere of competence, each member of staff is responsible for promoting and safeguarding the welfare of the children, young people and / or vulnerable adults for whom they are responsible or may come into contact with, in the job role.

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| **PERSON SPECIFICATION - Borough Clinical Lead for LTC Training** | | | |
| **ATTRIBUTES** | **ESSENTIAL** | **DESIRABLE** | **ASSESSMENT\*** |
| **Education /**  **Qualifications** | * 1. Registered Healthcare Professional regularly providing 3+ sessions of Primary Care in NCL   2. Not subject to interim suspension or investigations |  | * 1. AF & HR   2. AF & HR |
| **Experience** | 2.1 Experience in clinical leadership roles, organising delivery of services or systems or information technology process or similar equivalent clinical pathways.  2.2 Experience in liaising with key contacts across primary care.  2.3 Using webinars to communicate the groups and audiences.  2.4 Meeting management, including agendas and note taking.  2.5 Developing communications materials e.g., power point presentations to convey information | 2.6 Experience of working with peers in a digital or information technology context | 2.1 AF & IV  2.2 AF & IV  2.3 AF & IV  2.4 AF & IV  2.5 AF & IV  2.6 AF & IV |
| **Knowledge** | 3.1 Good working knowledge of digital support in primary care training, and health systems.  3.2 Knowledge of the NHS, its structures, and processes, including an understanding of the multi-professional workforce agenda.  3.3 Awareness and understanding of the healthcare landscape in North Central London. | 3.4 A working interest in digital transformation. | 3.1 AF & IV  3.2 AF & IV  3.3 AF & IV  3.4 AF & IV |
| **Skills & Aptitudes** | 4.1 Proactive, ability to think and plan ahead prioritising own workload.  4.2 Excellent verbal and written communication skills, including using MS Teams  4.3 Ability to work as part of a team as well as independently.  4.4 Attention to detail and high level of accuracy.  4.5 Excellent analytical skills.  4.6 Ability to adapt working to changing programme requirements.  4.7 Educational expertise and small group facilitation skills  4.8 Commitment to new ways of working and workforce transformation.  4.9 Value personalised care as an approach to improve patient engagement and health outcomes. |  | 4.1 AF & IV  4.2 AF & IV  4.3 AF & IV  4.4 AF & IV    4.5 AF & IV  4.6 AF & IV  4.7 AF & IV  4.8 AF & IV  4.9 AF & IV |
| **\*Assessment**  **AF = Application Form / I = Interview / HR = Human Resources** | | | |