

Royal College of Physicians of Edinburgh

DIRECTOR OF QUALITY, RESEARCH AND STANDARDS - JOB DESCRIPTION

The Director of Quality, Research and Standards is responsible for leading College activities relating to clinical and professional standards, quality improvement and patient safety projects and research. The Director reports to and attends Council and contributes to policy development as one of the key Office Bearers to lead the work of the College, including the Treasurer, Secretary, Directors of Education and Training and Director of Examinations.

The College has recently refocused its research and standards work with a collaborative partnership with the Manchester Academic Health Science Centre and the Director of Quality, Research and Standards will be centrally involved in developing this partnership. The Office Bearer will lead the development of research and research standards identifying how the College can grow its research footprint in addition to progressing quality and safety work and a framework for invited reviews.

The Quality Research and Standards Department has been established to grow the College profile of these areas within the College and the CEO is currently Head of Department. Staff include a Programme Manager supported by two part-time coordinator posts. The unit also hosts Clinical Fellowships and currently two part time Scottish Clinical Leadership Fellows are posted here from NES. This post currently acts as lead for these fellowships.

The term of office is normally 3 years, renewable for a second term with the agreement of Council.

Specific Responsibilities

- Leading the development of clinical and professional standards as follows:

Clinical Standards and Guidelines

- Developing/promoting clinical standards and securing informed comment on standards produced for physicians by other groups.
- Contributing towards clinical guidelines, as provided by specialist societies and NICE/SIGN.
- Leading on patient safety, liaising with relevant national groups including the Scottish Patient Safety programme.
- Contributing to the on-going development and implementation of revalidation (currently led by a Director of Revalidation and CPD that reports to the Director of Quality, Research and Standards)

Education and training to support quality improvement, standard setting and research

- Contributing to clinical effectiveness conferences and related events and working with the hot topic and consensus conference leads.

- Overseeing the award of College research fellowships and grants and monitoring the progress of projects.

Collaborative projects on standards, quality improvement activities and research

- Maintaining an overview of research projects with their identified leads.
 - Representing the College on RCPLondon Clinical Standards Board (3 to 4 meetings a year). This is the parent committee of joint specialty committees.
 - Representing the College on other project groups relevant to standards, e.g. NCEPOD observer status on NCEPOD Steering Group.
 - Developing a quality framework for invited reviews.
 - Coordinating workforce planning work in support of clinical standards.
- Liaising with other relevant groups and organisations including other Royal Colleges, The UK and Scottish Academies, the Scottish Government Health Directorate, and Health Improvement Scotland.

Person specification

Essential	Desirable
Fellow working in the UK in any of the physicians' specialties	Ideally recent or ongoing participation working in the UK in any of the physicians' specialties
Demonstrable interest and evidence of participation in standards development and quality improvement projects	Experience of developing and leading standards and quality improvement projects, ideally at a national level
Clinical academic experience	Demonstrable experience of academic posts and developing and running research programmes
Chairing experience at regional level	Chairing experience at a national level
Educational or clinical supervision experience	Experience of post graduate project supervision
Well-developed communication skills (written and verbal) and presentation skills	Evidence of report writing following strategically important projects
Evidence of team leadership skills at a local or regional level	Evidence of team leadership skills at a national level