

Job Description

Job Title:	Director of Quality Improvement and Patient Safety
Location:	Royal College of Physicians of Edinburgh
Reports to:	College Council
Date:	March 2023
Further information:	The post is unremunerated however reasonable expenses for travel and subsistence will be payable, in line with College policies.

The Royal College of Physicians of Edinburgh (“the College”) is a professional membership organisation that sets clinical standards and aims to improve the quality of patient care. Founded in 1681, we support and educate doctors in the hospital and community sectors throughout the UK and around the world with over 14,500 Fellows and Members in over 100 countries, covering 54 medical specialties and interests.

Role and Responsibilities

The role of the Director of Quality Improvement and Patient Safety encompasses the following duties and responsibilities. The Director is an Office Bearer of the College and is expected to attend and is accountable to Council.

The Director is expected to:

- Serve as the College’s ambassador in promoting excellence and championing the provision and development of quality improvement and patient safety across the NHS.
- Lead the development of quality improvement and patient safety activities, identifying how the College can grow its footprint in these areas and further developing the existing framework for invited reviews.
- Be responsible for leading College activities relating to clinical and professional quality improvement and patient safety projects; including ensuring the appropriate level of cross-College interaction between relevant groups and related activities, for example, with the College’s Quality Governance Collaborative.
- Serve as the College’s representative (Subject Matter Specialist) on the Association of Medical Royal Colleges and National Health Service Digital (“NHS-D”) NHS England Pathways Initiative Steering Committee.
- Is responsible for the effective and efficient use of allocated resources to maximize the College’s contribution to quality improvement and patient safety goals within its strategy.
- Is expected to contribute, through their role on Council, to the wider and strategic development of the College both domestically and internationally.

A **Quality Improvement and Patient Safety Committee** (Committee) is to be established to further develop and grow the College profile in this important area. The Director is expected to take the lead role in the establishment of this Committee and will serve as its chair.

The term of office is normally 3 years, subject to satisfactory annual appraisal, which may be renewed for up to a further 3 years by agreement with Council.

Specific Responsibilities

- Leading the development of clinical and professional standards, including but not limited to:
 - developing/promoting patient safety innovations and securing informed comment by physicians and by other groups;
 - Lead on patient safety, liaising with relevant national groups including the Scottish Patient Safety Programme;
 - Contributing to the on-going development and implementation of revalidation.
- Development of education and training to support quality improvement, and patient safety in conjunction with the Directors of Education and Training.
- Build an inclusive and collaborative global community that supports physicians across all stages of their clinical careers and in furthering the College's network of Fellows and Members.
- Contributing to clinical effectiveness conferences and related events, working with the hot topic and consensus conference leads.
- Ensuring that we make quality improvement and patient safety everyone's business in the NHS to optimize training and patient care.
- Collaborative projects on patient safety and quality improvement activities:
 - Developing a quality framework for invited reviews;
 - Developing a QI program with the Education Department;
 - Coordinating workforce-planning work in support of clinical patient safety standards.
- Liaise with other relevant groups and organisations, including other Royal Colleges, the UK and Scottish Academies, the Scottish Government Health Directorate and Health Improvement Scotland.

Time commitment is typically around 0.5 days per week (on average).

Expenses: whilst the role is voluntary (and non-remunerated), reasonable expenses may be claimed.

Person specification

Skills & Experience

1. A track record of successful and sustained leadership in this area, ideally including internationally.
2. A leadership style that engenders a positive collaborative culture, sustaining high performing and effective teams that engage with colleagues.
3. Demonstrable record of accomplishment of strategic planning.

Essential	Desirable
A Fellow working in the UK in any of the physicians' specialties.	Ongoing participation working in the UK in any of the physicians' specialties.
Demonstrable interest and evidence of participation in reviewing Guidelines and policy documents, such as NICE development and quality improvement projects.	Experience of developing and leading quality improvement projects, ideally at a national level.
Experience of chairing either a committee, board or similar body.	Chairing experience at a national level.
Educational or clinical supervision experience.	Experience of postgraduate 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.

Application process

Formal expressions of interest, stating why you are interested in the role and what you would bring to it, accompanied by a CV and an Equality and Diversity Monitoring form should be emailed to Lindsay Paterson, Head of Global Engagement at l.paterson@rcpe.ac.uk by **9am on Friday 21 April 2023**.