

**JOB DESCRIPTION**

<b>Job Title:</b>	<b>Consultant in Public Health</b>
<b>Band</b>	<b>NHS Consultant (dependent on experience and qualifications)</b>
<b>Vacancy Reference Number</b>	<b>SWLHI21</b>
<b>Responsible to:</b>	<b>Director of Health Improvement</b>
<b>Accountable to:</b>	<b>Executive Medical Director</b>
<b>Hours:</b>	<b>37.5 (1.0 WTE)</b>

**BACKGROUND:**

NHS South West London Integrated Care Board works with partners from across the South West London Integrated Care System (ICS) to develop plans to meet the health needs of the population and secure the provision of health services, and is directly accountable for NHS spend and performance in South West London.

Integrated Care Systems (ICSs) are partnerships of health and care organisations that come together to plan and deliver joined up services and to improve the health of people who live and work in their area. Each ICS consists of two statutory elements:

- an Integrated Care Board, bringing the NHS together with its partners locally to improve health and care services
- an Integrated Care Partnership (ICP): the broad alliance of organisations and representatives concerned with improving the care, health and wellbeing of the population, jointly convened by the ICB and local authorities in the area.

ICBs are statutory NHS bodies responsible for planning and allocating resources to meet the four core purposes of integrated care systems (ICSs):

- to improve outcomes in population health and healthcare;
- tackle inequalities in outcomes, experience and access;
- enhance productivity and value for money and;
- help the NHS support broader social and economic development.

NHS South West London Integrated Care Board decides how the South West London NHS budget is spent and develops plans to improve people's health, deliver higher quality care, and better value for money.

NHS South West London Integrated Care Board as part of South West London Integrated Care System, is a partnership of organisations that come together to plan and deliver joined

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up health and care services to improve the lives of people in our six boroughs: Croydon, Merton, Kingston, Richmond, Sutton and Wandsworth.

### JOB PURPOSE

The postholder will be part of the medical directorate's wider senior leadership team, aligning public health system priorities. They will be responsible for providing the public health leadership to the evidence-based interventions (EBI) team and chairing the Integrated Medicines Optimisation Committee (IMOC). A key responsibility is the provision of public health expertise and support to Individual Funding Requests (IFR). This will involve input into the IFR panel, review of policy, processes and evidence and triage of IFR applications.

The postholder will also be expected to provide public health leadership to the SWL ICB on their role in improving uptake and coverage of screening and immunisations and will work with the Director of Health Improvement on their wider portfolio of population health improvement for southwest London.

As a GMC registered consultant in public health medicine, the postholder will be expected to deputise for the Executive Medical Director on medical and clinical issues when the medical director is unavailable.

### 1. Duties and Responsibilities

The strategic responsibility of the post-holder is to provide public health and clinical leadership to Integrated Medicines Optimisation Committee (IMOC) and evidence-based interventions (EBI), including Individual Funding Requests (IFR). In delivering that responsibility the post-holder is expected to demonstrate expertise across the full range of relevant competencies as set out by the Faculty of Public Health (Appendix 1) and where required, take responsibility for resolving operational issues. In negotiation with the Director of Health Improvement, the post-holder may be asked to take on responsibilities that are underpinned by any of the FPH competencies.

- The post holder will be expected to maintain both the general expertise as well as develop topic-based expertise as required and will be expected to deputise for the Director of Health Improvement as and when required. The post holder is also expected to deputise for the Executive Medical Director on medical and clinical issues.
- The range of duties expected of the post-holder include:
  - Taking responsibility for a range of public health issues and work across organisational and professional boundaries acting as a change agent managing complexity to deliver improvements in health and wellbeing.
  - Taking responsibility for development, implementation and delivery of policies. This may include taking the lead in developing detailed inter-agency and interdisciplinary strategic plans and programmes based on needs assessments which may lead to service specifications. The post-holder will be expected to contribute appropriately to the procurement process.
  - Providing expert public health support and whole system leadership to ensure an evidence-based approach for commissioning and developing high quality equitable services, within and across a range of organizations including voluntary, public and private sector. This includes the health service component of the mandated core service. This will include expertise in evaluation and development of appropriate KPIs.
  - Utilising and developing information and intelligence systems to underpin public health action across disciplines and organisations.
- Underpinning much of these duties are public health tasks such as:

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- Undertaking health needs assessments as required to enable actions to be taken to improve the health of the local population.
- Developing prioritisation techniques and managing their application to policies, services and to help resolve issues such as the investment-disinvestment debate
- Effective communication of complex concepts, science and data and their implications for local communities, to a range of stakeholders with very different backgrounds.
- Understanding of evaluation frameworks and applying those frameworks to the benefit of local communities.
- A capacity to apply the scientific body of knowledge on public health to the policies and services necessary to improve health, both currently and for future generations, and to formulate clear practical evidence-based recommendations
- The understanding of human and organisational behaviour and the application of this knowledge to the achievement of change.
- Inspire commitment to public health outcomes and to prevention as a core feature of public sector reform

### 2. Key Working Relationships

- SWL ICB
- NHSE national
- NHSE regional
- OHID national
- OHID regional
- UKHSA
- Local Authority Directors of Public Health and their teams
- Divisional and Specialty Clinical Leads, Medical, Nursing and other research delivery staff across Southwest London
- Academic institutes in SWL
- Clinical Networks
- Clinical Senate
- Primary Care Networks

### 3. Financial and Physical Resources

- This post is advisory and is not expected to have budgetary responsibilities.

### 4. Staff Management

- The post-holder is expected to contribute to the supervision and training of public health registrars, GP trainees and other trainees/ colleagues.

### 5. Policy and Service Development

- The post holder will need to maintain a good knowledge of emerging policies from government departments.
- Post holder will need to consider how best practice could be applied to the existing health economy, taking into account the impact on existing relationships between entities and their functions across the health economy.

### 6. Analytical & Judgmental Skills

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- The post holder will need to possess good analytical and research skills including epidemiology, systematic reviews and other research methodologies.

### **GENERAL DUTIES AND RESPONSIBILITIES**

#### **Confidentiality**

In the course of employment staff will have access to confidential information relating to the ICBs business, patients, and staff. All members of staff are required to exercise due consideration in the way such information is used and should not act in any way, which might be prejudicial to the organisation's interests. If in any doubt advice should be sought from an appropriate manager before communicating information to a third party.

Confidential information should always be treated according to the ICB's rules on confidentiality. Any inappropriate disclosure may be subject to the ICB's disciplinary procedures.

#### **Raising Concerns**

Staff may on occasion have genuine concerns about healthcare matters and consequently the ICB endorses the principle that these must be raised in a responsible and appropriate manner, and if necessary using the ICB's 'Raising Concerns (Whistleblowing)' policy.

#### **Data Protection**

The ICB is registered under the Data Protection Act 1984. Staff are responsible for ensuring that they maintains the integrity and quality of both computerised and manual data. Personal data held by the ICB must not be used other than for legitimate purposes. If in any doubt advice must be sought from an appropriate manager.

#### **Health and Safety**

Employees must be aware of the responsibility placed on them under the Health and Safety at Work Act (1974) to maintain a healthy and safe working environment for both staff and visitors. Employees also have a duty to observe obligations under the ICB's Health and Safety policies and to maintain awareness of safe practices and assessment of risk in accordance with the Risk Management Strategy.

#### **Infection Control**

ICB staff are responsible for protecting themselves and others against infection risks. All staff regardless of whether clinical or not are expected to comply with current infection control policies and procedures and to report any problems with regard to this to their managers. All staff undertaking patient care activities must attend infection control training and updates as required by the ICB.

#### **Financial Regulations**

All staff are responsible for the security of the property of the ICB, avoiding loss or damage of property, and being economical and efficient in the use of resources. Staff should conform to the requirements of the Standing Orders, Standing Financial Instructions or other financial procedures including the Code of Conduct and Accountability and the Fraud and Anti Bribery Policies.

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### Safeguarding Children & Vulnerable Adults

All employees are required to act in such a way that at all times safeguards the health and wellbeing of children and vulnerable adults. Compliance with mandatory and statutory training requirements is an essential requirement of all employees.

### Risk Management

Managers are responsible for implementing and monitoring any identified and appropriate risk management control measures within their designated area(s) and scope of responsibility. Responsibilities of staff with regard to risk management are outlined more fully in the Risk Management Strategy. Staff are responsible for ensuring that they are aware of those responsibilities.

### Code of Conduct

The Department of Health's Code of Conduct for NHS Managers has been adopted by the ICB for all Director-level and senior management posts. This requires the post-holder to comply with the Code and for his/her actions to demonstrate a commitment to the Code. In particular, the post-holder must:

- a) make the care and safety of patients his/her first concern and act quickly to protect patients from risk;
- b) respect the public, patients, relatives, carers, NHS staff and partners in other agencies;
- c) be honest and act with integrity;
- d) accept accountability for his/her own work, the performance of those he/she manages and of his/her own organisation;

Demonstrate their commitment to team working by co-operating with all colleagues in the NHS and in the wider community.

### Acceptance of Gifts and Hospitality

The conduct of staff in the public service should be scrupulously impartial and honest and in this context any offers of gifts or hospitality should be discussed with your manager, prior to acceptance.

### Equal Opportunities

The post holder must at all times carry out his/her responsibilities with due regard to the ICB's Equality and Diversity Policies. The ICB is committed to ensuring equality of opportunity for all irrespective of their age, colour, creed, ethnic or national origin, marital status, nationality, physical or mental disability, race, religious belief, sex or sexual orientation.

### No Smoking

Smoking by staff, patients and visitors, will not be permitted anywhere on ICB premises.

### General

- The post holder may be required to work at any of the ICB's sites in line with the service needs.

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- This job description provides an outline of the tasks, responsibilities and outcomes required of the role. The post holder will undertake any other duties that may be required which are consistent with the grade and responsibility of the post.
- This job description describes responsibilities, as they are currently required. It is anticipated duties will change over time and the job description may need to be reviewed in the future.
- All staff have a responsibility to participate in the ICB's Appraisal Scheme and to contribute to their own development and the development of any staff that they are responsible for appraising.

## Person Specification

### Consultant in Public Health – Clinical Banding

#### Supporting Evidence

In the supporting evidence of your application form, you must demonstrate your experiences by giving specific examples for the criteria within the person specification.

Factors	Essential	Desirable	Assessment Method
<b>Education / Qualifications</b>			
In line with legislation, inclusion in the GMC Full and Specialist Register with a license to practise at the point of application  <i>If included in the GMC Specialist Register in a specialty other than public health medicine/dental public health, candidates must have equivalent training and/or appropriate experience of public health practice.</i> <i>Public health specialty registrar applicants who are not yet on the GMC Specialist Register must provide verifiable signed documentary evidence that they are within 6 months of gaining entry to a register at the date of interview</i>	√		A/C
Educated to masters level or equivalent level of experience of working at a senior level in Public Health	√		A/C
If an applicant is UK trained in Public Health, they must ALSO be a holder of a Certificate of Completion of Training (CCT), or be within six months of award of CCT by date of interview. If an applicant is non-UK trained, they will be required to show evidence of equivalence to the UK CCT	√		A/I
MFPH by examination, by exemption or by assessment, or equivalent	√		A/I
Applicants must meet minimum CPD requirements (i.e. be up to date) in accordance with Faculty of Public Health requirements or other recognised body	√		A/I
Member of relevant professional body	√		A/I
<b>Knowledge and Experience</b>			

In depth understanding of the health and care system and the relationships with both local and national government	√		A/I
In depth knowledge of methods of developing clinical quality assurance, quality improvement, evaluations and evidence based public health practice	√		A/I
Strong and demonstrable understanding of interfaces between health, social care and key partners (dealing with wider determinants of health)	√		A/I
Understanding of the public sector duty and the inequality duty and their application to public health practice	√		A/I
Delivery of successful change management programmes across organisational boundaries	√		A/I
Experience of using complex information to explain public health issues to a range of audiences	√		A/I
Media experience demonstrating delivery of effective health behaviour or health promotion messages		√	A/I
Proven and significant leadership experience.	√		A/I
Proven Board level experience of leading and delivering complex change and strategy development programmes in a politically sensitive and complex environment	√		A/I
Demonstrated experience in a Healthcare environment	√		A/I
Proven record in transferring processes and roles between locations.	√		A/I
Significant experience of managing and motivating a team and reviewing performance of the individuals.	√		A/I
Significant management experience at senior level in the NHS or other public healthcare related industry	√		A/I
Commissioning expertise in healthcare environment	√		A/I
<b>Skills and Abilities</b>			
Highly developed communication skills with the ability to communicate and present on highly complex, sensitive and/or contentious matters and difficult situations	√		A/I

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Able to influence senior members including directors and CEOs	√		A/I
Able to both lead teams and to able to contribute effectively in teams led by junior colleagues	√		A/I
Commitment to work within a political system irrespective of personal political affiliations	√		A/I
Strategic thinker with proven leadership skills and operational nous	√		A/I
Able to demonstrate and motivate organisations to contribute to improving the public's health and wellbeing through mainstream activities and within resources	√		A/I
Ability to lead and manage the response successfully in unplanned and unforeseen circumstances	√		A/I
Analytical skills able to utilise both qualitative (including health economics) and quantitative information	√		A/I
Ability to design, develop, interpret and implement strategies and policies	√		A/I
Ability to persuade board and other senior managers of the respective merits of different options, innovation and new market opportunities.	√		A/I
Ability to negotiate on difficult and highly complex and detailed issues	√		A/I
Intermediate (or advanced) Keyboard skill – ability to use Microsoft Office package at intermediate (or advanced) level.	√		A/I
Ability to analyse numerical and written data, assess options and draw appropriate conclusions	√		A/I
Ability to develop, maintain and monitor information systems to support innovation initiatives	√		A/I
Ability to make sound judgement in the absence of clear guidelines or precedent, seeking advice as necessary from more senior management when appropriate	√		A/I
Skills for delivering results through managing through others and using a range of levers in the absence of direct line management responsibility.	√		A/I
Leadership, vision, strategic thinking and planning with highly developed	√		A/I



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political skills			
<b>Other</b>			
Ability to work as part of a team and work flexibly to provide support to other departments and teams as and when necessary	√		A/I
Demonstrates commitment to NHS and organisational values and behaviours	√		A/I
Demonstrate commitment and role model behaviours and actions that support equality, diversity, belonging and inclusion	√		A/I
Strong compassionate and inclusive leadership	√		A/I

### Assessment Method

A = Application	I = Interview	C = Certificate	T = Test
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