

Person Specification

Job Title:	Quality Risk and Safety Lead with in OPAT–	Division/Department:	CAS/OPAT	Band:	6
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Criteria	Essential	Desirable	Stage Measured at: A = Application I = Interview T = Test
Commitment to Trust Values and Behaviours	<ul style="list-style-type: none"> Must be able to demonstrate behaviours consistent with the Trust's behavioural standards 		A
Training & Qualifications	<ul style="list-style-type: none"> Registered Health Professional with current UK NMC/ HPC Registration Relevant diploma or degree Up to date knowledge of: Clinical Audit and Effectiveness Processes Patient safety and non-clinical risk Risk Assessment Data analysis Interpreting and working NICE guidance National and Royal College Service Frameworks. Assurance processes within the NHS i.e. CQC & NHS Resolution Patient/carer feedback processes Knowledge and competency in MS Office 	<ul style="list-style-type: none"> Serious incident Management Investigation Risk Management Training Knowledge of human factors approach to incident investigations Working towards a degree 	A

	<ul style="list-style-type: none"> Have experience of using incident management database 		
Experience	<ul style="list-style-type: none"> Significant nursing, midwifery or allied health professional experience Change management Service improvement Risk management processes Incident reporting, investigation and analysis Experience of developing and implementing quality strategies Able to demonstrate commitment to continuous improvement 	<ul style="list-style-type: none"> Previous leadership experience Professional leadership/management qualification 	A
Communication and Relationship skills	<ul style="list-style-type: none"> Proven ability to negotiate, persuade, influence, motivate and gain the respect of other healthcare professionals Ability to communicate complex information to colleagues in a clear and precise manner Good presentation skills to support team training Ability to manage contentious and sensitive information and must be able to handle this information appropriately/sensitively Able to work with all teams related to governance and patient safety 	<ul style="list-style-type: none"> Experience of coaching staff through clinical and professional challenges Experience of managing complaints 	A

	<ul style="list-style-type: none"> • Manage and lead those staff who report to them • Work within trust Human • Resource policies in managing self and others • Ability to manage professional conflict within teams 		
Analytical and Judgement skills	<ul style="list-style-type: none"> • Ability to analyse clinical information, organisational processes and proposed projects within the context of Clinical Audit and to recommend the best course of action for the specialties • Knowledge of and communicate relevant Government and Trust policy / strategy • Ability to judge how clinical audit fits into the wider Governance agenda • Ability to identify problems and quickly report/act on them and support teams/individuals to find solutions 		A
Planning and organisation skills	<ul style="list-style-type: none"> • Able to work to, negotiate & coordinate deadlines in a variety of teams to meet local, Trust and National targets • Time Management skills including the ability to prioritise, plan and manage a large workload • Ability to work to variable work patterns that meet needs of the service and the wider divisional governance agenda • Good organisational skills Able to work on own initiative 		A

Physical skills	<ul style="list-style-type: none"> • Ability to carry out clinical shifts when required • Lift and move patients and loads Keyboards skills 		A
Other requirements specific to the role (e.g. be able to work shifts/on call)	<ul style="list-style-type: none"> • Demonstrate resilience in relation to organisational working and with supporting teams/individuals following patient safety incidents 		A