

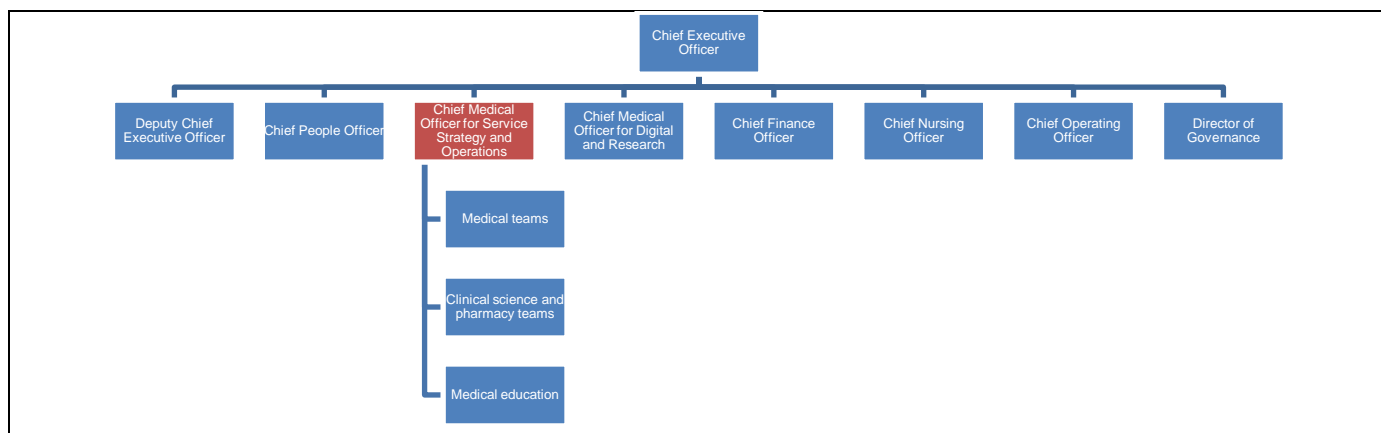
JOB DESCRIPTION

JOB DETAILS	
Job Title	Chief Medical Officer for Service Strategy and Operations (CMO S&O)
Reports to	Chief Executive Officer
Band	Executive Director (VSM)
Department	Corporate Affairs (Board Level)
Areas of Operation	Royal Devon University Healthcare NHS Foundation Trust
Trust Size	Supra Large Trust (Turnover of >£1000m & >12,000 WTE employees)

JOB PURPOSE
<p>Accountable to the Chief Executive Officer (CEO), the Chief Medical Officer for Service Strategy and Operations (CMO S&O) holds executive accountability for clinical leadership (specifically for medical, dental and scientific staff groups) and clinical strategy across the Trust. The postholder is responsible for ensuring the delivery of high-quality, clinically safe, and financially sustainable services, while setting the strategic direction and providing professional leadership to medical, dental and scientific colleagues. This role is vital to the overall effectiveness of the organisation.</p> <p>In addition, a key aspect of the role is driving transformational change through clinically led service development and fostering innovative, collaborative ways of working.</p> <p>The postholder is part of the Trust's most senior leadership triumvirate, alongside the Chief Operating Officer (COO) and Chief Nursing Officer (CNO), collectively providing strategic direction and leadership to clinical and operational teams.</p> <p>Alongside the CNO, the CMO S&O holds joint executive leadership and accountability, for clinical governance, patient safety and quality across the Trust.</p> <p>This job description is intended as an outline of the core responsibilities of the role but may be amended to reflect the evolving needs of the service. Regular reviews will be conducted in partnership with the postholder, and individual Key Performance Indicators (KPIs) will be set and monitored through the annual appraisal process.</p>

KEY WORKING RELATIONSHIPS	
Internal to the Trust	External to the Trust
<ul style="list-style-type: none"> • Trust Chair • Executive team • Non-Executive Directors • Clinical staff • Non-clinical staff • Council of Governors 	<ul style="list-style-type: none"> • Patients and families • Health & Social Care Economy Partners and Stakeholders • Higher and further education partners • Trust members • Third party partners • Regulatory bodies e.g. GMC, BMA, Royal Colleges, CQC, NHSE • Devon Integrated Care System

ORGANISATIONAL CHART



PRIMARY ACCOUNTABILITY

- Provide executive and professional leadership for the medical and clinical workforce across the Trust, establishing a strategic vision that upholds high professional standards, exemplifies strong leadership behaviours, and aligns with General Medical Council (GMC) standards.
- Lead, motivate, develop, and support medical leadership teams to build their capacity and effectiveness in delivering the Trust's strategic objectives.
- Act as Responsible Officer and medical and clinical advisor to the Board regarding professional medical and clinical issues.
- Provide the strategic vision for the Trust's clinical strategy, including developing a just culture in this staff group and a focus on creating teams that encourage and embrace difference and are truly inclusive.
- Provide joint executive leadership accountability, with the CNO for clinical governance, safety and quality across the Trust.
- Lead and promote collaborative working among medical leaders within the Devon Integrated Care System (ICS), as well as across the peninsula and region, to develop sustainable clinical solutions. These solutions should prioritise optimal patient outcomes, uphold the highest standards of clinical safety, ensure effective workforce utilisation, and deliver value for money.
- Together with the medical directors, provide assurance to the CEO and the Board that the Trust has effective clinical governance systems, clinical audit, accreditation, peer and external review process in place, which maximise the potential for the best clinical outcomes, minimise harm and create a learning and improvement culture.
- Act as professional lead for clinical science and pharmacy in the Trust, leading and enabling high quality safe, effective services and ensuring service leads are developing a professional, motivated, high calibre workforce.
- Act as professional lead for medical education, supporting the development of a motivated and capable medical workforce with a pipeline of medics through the NHSE education and deanery structures.
- Work collaboratively across organisations, teams and professions to develop the best services and solutions to deliver the best possible patient outcomes and experience, supporting digital solutions in clinical service delivery in collaboration with the Chief Medical Officer for Digital and Research (CMOD&R).
- Act as the Trust Radiation Protection Advisor (RPA) with overall responsibility for radiation safety across the Trust.

- Accountable for ensuring that the Trust has a robust professional regulatory framework for medical and clinical issues along with providing oversight of clinical audit.
- Responsible for mortality and learning from deaths ensuring quality alerts are in place and resulting changes and improvements are embedded.
- Participate in the director on call rota.

Within the context of a unitary Board, in which the combination of executive directors and non-executive directors seeks to bring a balanced and collective approach to governance, the executive directors are responsible for:

- Providing the leadership and culture that supports, recruits, nurtures, develops and retains a compassionate, skilled and flexible team aligned to our values. This includes enabling diversity in all its forms, a just culture of learning and improvement and an ability to lead workforce innovation.
- Acting in the best interests of the Trust and the NHS and ensuring the integrity of the organisation's activities and contributing to the achievement of its objectives in the best interests of patients and the wider public.
- Actively supporting the Trust's diversity and inclusion strategy, leading on improvements to ensure we are inclusive for all our people and patients.
- This role is subject to CQC regulatory requirements in relation to the Fit and Proper Persons test

FREEDOM TO ACT

- Holds executive accountability for clinical leadership (specifically medical, dental and scientific colleagues) and clinical strategy across the Trust, ensuring overall interpretation of health service policy and strategy, in collaboration with the other executive directors.
- Fulfil the obligations of Responsible Officer, in accordance with the requirements of that appointment and fully comply with statutory and regulatory requirements.

COMMUNICATION/RELATIONSHIP SKILLS

- Develop effective working relationships and communications with staff that reflect the values of the organisation.
- Play a visible and leading role regionally and nationally in achieving the best health outcomes, influencing national policy, and regional delivery.
- Create a culture of delivery by accelerating the transformation of innovative ideas into impactful, measurable outcomes.
- Ensure strategies and objectives are communicated clearly and consistently to both internal and external audiences.

ANALYTICAL/JUDGEMENTAL SKILLS

- Ensure KPIs are identified, monitored and reported appropriately, including those relating to performance, quality, service, care, audit, workforce, finance and budgets.
- Constructively challenge the decisions of the Board and work with Board members to develop proposals on priorities, risk mitigation, values, standards and strategy.

PLANNING/ORGANISATIONAL SKILLS

- Ensure that the Trust has a robust plan, which delivers the Trust strategy and objectives set by the Board of Directors, having regard to the Trust's overall mission and values and its responsibilities to patients, staff, commissioners, regulators, other stakeholders and constitutional obligations.

- Ensure that the operational plan is monitored, manages accountability effectively, ensures all statutory and corporate duties are discharged and appropriate controls are in place.
- Fully engage and collaborate in the development and delivery of the Devon ICS strategy, recovery plan and to ensure local delivery of the Devon ICS long term plan.

PATIENT/CLIENT CARE

- Ensure clinical and service standards are set and met, with patient safety embedded as a core part of the organisational culture.
- Hold ultimate responsibility for clinical governance and standards of clinical care in the Trust, ensuring that appropriate assurances are in place with regards to patient safety and quality of care.

POLICY/SERVICE DEVELOPMENT

- Ensure effective mechanisms are in place to implement systems and monitor organisational learning from serious untoward incidents arising within the Trust and that learning is adopted from relevant national reports.
- Develop, and following approval by the Board of Directors, implement appropriate policies, covering all aspects of Trust operations and ensuring that all such policies are followed and conform to the highest standards.

FINANCIAL/PHYSICAL RESOURCES

- Provide direction to the Trust to ensure continued delivery of high-quality services that are clinically and financially sustainable.
- Fulfil duties and responsibilities in line with Trust Standing Orders and Standing Financial Instructions, reporting in an accurate and timely fashion on all relevant issues to the Board.

LEADING PEOPLE

- Lead, manage, develop and motivate members of the Trust, executive directors, the senior leadership team and medical colleagues
- Seek to ensure staff are engaged, motivated, developed, supported and respected.
- Act as a lead role model for inclusion by actively leading the Trust's diversity and inclusion strategy. Champion initiatives to embed equity of opportunity and inclusion into the Trust's culture and operations, ensuring inclusivity for all employees and patients.
- Act as a Trust role model for promoting wellbeing, both as an employer and a provider of services. Ensure employee wellbeing is integrated into daily practices and that staff have timely access to appropriate support.
- Within the context of a unitary Board, in which the combination of executive directors and non-executive directors seeks to bring a balanced and collective approach to governance, the executive directors are responsible for:
 - Providing leadership and a culture to support, recruit, nurture, develop and retain a compassionate, skilled and flexible team that is aligned to our values. This includes enabling diversity in all its forms, a just culture of learning and improvement and an ability to lead workforce innovation.
 - Acting in the best interests of the Trust and the NHS and ensuring the integrity of the organisation's activities and contributing to the achievement of its objectives in the best interests of patients and the wider public.

OTHER RESPONSIBILITIES

Take part in regular performance appraisal.

Undertake any training required in order to maintain competency including mandatory training, e.g. Manual Handling

Contribute to and work within a safe working environment

You are expected to comply with Trust Infection Control Policies and conduct him/herself at all times in such a manner as to minimise the risk of healthcare associated infection

As an employee of the Trust, it is a contractual duty that you abide by any relevant code of professional conduct and/or practice applicable to you. A breach of this requirement may result in action being taken against you (in accordance with the Trust's disciplinary policy) up to and including dismissal.

You must also take responsibility for your workplace health and wellbeing:

- When required, gain support from Occupational Health, Human Resources or other sources.
- Familiarise yourself with the health and wellbeing support available from policies and/or Occupational Health.
- Follow the Trust's health and wellbeing vision of healthy body, healthy mind, healthy you.
- Undertake a Display Screen Equipment assessment (DSE) if appropriate to role.

APPLICABLE TO ALL MANAGERS

Leading the team effectively and supporting their wellbeing by:

- Championing health and wellbeing.
- Encouraging and support staff engagement in delivery of the service.
- Encouraging staff to comment on development and delivery of the service.
- Ensuring during 1:1's / supervision with employees you always check how they are.
- All managers hold the responsibility of the health and safety and wellbeing of their staff.

GENERAL

This is a description of the job as it is now. We periodically examine employees' job descriptions and update them to ensure that they reflect the job as it is then being performed, or to incorporate any changes being proposed. This procedure is conducted by the manager in consultation with the jobholder. You will, therefore, be expected to participate fully in such discussions. We aim to reach agreement on reasonable changes, but if agreement is not possible, we reserve the right to insist on changes to your job description after consultation with you.

Everyone within the Trust has a responsibility for, and is committed to, safeguarding and promoting the welfare of vulnerable adults, children and young people and for ensuring that they are protected from harm, ensuring that the Trusts Child Protection and Safeguarding Adult policies and procedures are promoted and adhered to by all members of staff.

At the Royal Devon, we are committed to reducing our carbon emissions and minimising the impact of healthcare on the environment, as outlined in our Green Plan available on our website. We actively promote sustainable practices and encourage colleagues to explore and implement greener ways of working within their roles.

POST	Chief Medical Officer for Service Strategy and Operations (CMO S&O)
BAND	Executive Director (VSM)

Requirements	Essential	Desirable
KNOWLEDGE, SKILLS & EXPERIENCE		
Experience as practicing senior clinician and evidence of experience in a clinical leadership role	✓	
Breadth of experience of working at Board level of large/complex organisations		✓
Proven track record of transformational leadership of services and enabling culture change in teams	✓	
Evidence of collaborative working with partner organisations resulting in successful innovation and change	✓	
Able to articulate and demonstrate leadership that enables diversity in all its forms to thrive.	✓	
Knowledge of risk management and governance within a regulated environment	✓	
Demonstrate effective system working and excellent collaboration skills		✓
Evidence of delivery of complex projects from conception to delivery and evaluation	✓	
Proven track record of successful and sustained management of patient pathways		✓
Experience of large-scale programme management and continuous improvement	✓	
Knowledge of communication and engagement strategy and planning		✓
Experience in leading large-scale operational delivery of services which realise quality, cost and delivery benefits	✓	
QUALIFICATION/ SPECIAL TRAINING		
Registration with the General Medical Council (GMC)	✓	
PERSONAL ATTRIBUTES		
Inspirational leadership style – credible, respected and knowledgeable	✓	
Collaboration and involvement with cross divisional teams/across the Trust	✓	
Stakeholder relationship building – internally and externally	✓	
Truly inclusive and able to lead on embracing difference	✓	
Engaging, motivational and able to support teams recognising great performance	✓	
Followership and leadership – consistently follows through decisions made	✓	
Compassionate, honest and aligned with the Trust values	✓	
Ownership, personal responsibility and accountability for delivering commitments	✓	
Gravitas and integrity – building confidence and assurance in clinical and non-clinical staff	✓	
Ambitious – “to develop/grow the business”	✓	
Strategic thinking, translating strategy into action	✓	
Effective at planning and organising	✓	
Managing people well	✓	
Commercially astute with a customer / patient focus	✓	
OTHER REQUIREMENTS		
Demonstrate a positive commitment to uphold diversity and equality policies approved by the Trust.	✓	
Ability to travel to other locations as required.	✓	

WORKING CONDITIONS/HAZARDS		FREQUENCY (Rare/ Occasional/ Moderate/ Frequent)			
		R	O	M	F
Hazards/ Risks requiring Immunisation Screening					
Laboratory specimens	N				
Contact with patients	Y				✓
Exposure Prone Procedures	N				
Blood/body fluids	Y		✓		
Laboratory specimens	N				
Hazard/Risks requiring Respiratory Health Surveillance					
Solvents (e.g. toluene, xylene, white spirit, acetone, formaldehyde and ethyl acetate)	N				
Respiratory sensitisers (e.g isocyanates)	N				
Chlorine based cleaning solutions (e.g. Chlorclean, Actichlor, Tristel)	N				
Animals	N				
Cytotoxic drugs	N				
Risks requiring Other Health Surveillance					
Radiation (>6mSv)	N				
Laser (Class 3R, 3B, 4)	N				
Dusty environment (>4mg/m3)	N				
Noise (over 80dBA)	N				
Hand held vibration tools (=>2.5 m/s2)	N				
Other General Hazards/ Risks					
VDU use (> 1 hour daily)	Y				✓
Heavy manual handling (>10kg)	N				
Driving	Y				✓
Food handling	N				
Night working	Y		✓		
Electrical work	N				
Physical effort	N				
Mental effort	Y				✓
Emotional effort	Y			✓	
Working in isolation	Y		✓		
Challenging behaviour	Y	✓			