**School of Pharmacy and Medicines Optimisation**

**Health Education England**

**Clinical Leadership Fellow – Digital Transformation**

**Job Description**

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| Job Title: | Clinical Leadership Fellow – Digital Transformation; Pharmacy Professionals |
| Department: | Hosted by Pharmacy Dean, School of Pharmacy and Medicines Optimisation, HEE, North.  Honorary contracts with other organisation may be required with host organisation |
| Responsible to: | Pharmacy Education Specialist Lead, HEE Local Office |
| Accountable to: | Pharmacy Dean, School of Pharmacy and Medicines Optimisation |
| Duration: | 1 year secondment opportunity; There is no clinical component to this role however the successful applicant may arrange weekend work should they wish to. |
| Base: | HEE Office closest to where candidate lives - e.g. Piccadilly Place, Manchester, Willow Terrace, Leeds, Don Valley House, Sheffield, or Willerby, Hull. |
| Length of post: | 1 year |
| Contracted hours: | 37.5 hours per week, but this post could be offered on a less-than-full-time basis. |

**Aims of the post**

The overall aim of this post is to undertake leadership development alongside project work to

* Explore how digital health solutions may enhance pharmacy, medicines optimisation roles and service improvement via digital technologies to improve the patient access and experience etc for example: online consultations, AI solutions to support better care and access to medicines information.
* Explore the extent pharmacy professionals feel digital-ready, e.g.: digital literacy, specialist digital skills development, awareness and access to digital solutions etc

This will be achieved by leading a explorative study, and providing recommendations for coproducing solutions with pharmacy professionals, TEL and NHS Digital colleagues.

The Topol Review in 2019 made recommendations that will enable NHS staff to make the most of innovative technologies such as genomics, digital medicine, artificial intelligence and robotics to improve services. These recommendations support the aims of the NHS Long-Term Plan, and the People Plan, helping to ensure a sustainable NHS.

COVID-19 response has started to shape and accelerate the need for digital solutions at pace and scale; rapid digital solutions to facilitate patient care, training for a digital future eg facilitate communications access to / and shared learning

The School would like to support a CLF to understand the impact of COVID response on role requirements, but also digital technology within new models of care provision, particularly with the introduction of new pharmacy roles within the ARRS in DES contract

The individual would be supported via SMT with links to School TEL projects, networks, past HEE Digital Fellows work, NHSE/I Pharmacy leadership etc

References:

1. Topol Review <https://www.hee.nhs.uk/our-work/topol-review>
2. HEE Digital Literacy <https://www.hee.nhs.uk/our-work/digital-literacy>
3. HEE Digital Literacy Framework <https://www.hee.nhs.uk/sites/default/files/documents/Digital%20Literacy%20Capability%20Framework%202018.pdf>
4. NHS Long Term Plan Ch.5 Digitally enabled care <https://www.longtermplan.nhs.uk/online-version/chapter-5-digitally-enabled-care-will-go-mainstream-across-the-nhs/>
5. NHS Long Term Plan <https://www.longtermplan.nhs.uk/areas-of-work/digital-transformation/>

The focus will be on achieving an understanding of the challenges faced by pharmacy technicians and pharmacists, the pace and scale of change and how they are supported with their own professional development; new skills related to technology enhanced solutions, through professional education and training and enhancing provision of care with medicines throughout the health and social care transitions that patients navigate. The post holder will develop a systematic approach to better understanding the problems and challenges. Based on better self-awareness and an informed understanding of resources and support, coproduced strategies will be led by pharmacy/healthcare professionals, patients and other stakeholders who may influence effective innovation and transformation.

This work is relevant both regionally and nationally as a high proportion of pharmacy professionals ‘learn on the job’ and recent studies have alluded to lack of awareness of development resources. The insights uncovered and training strategies developed will be applicable to all stakeholders and to all geographical areas. The post holder will explore the current awareness of digital transformation approaches from other healthcare professionals across Yorkshire and Humber.

The post has local, regional and national relevance and will link to processes from the Digital Transformation for ensuring the workforce have access to the most technology to enhance their roles, and the outcomes that matter to them.

The post will address the following key questions:

* What is the understanding of the opportunities for digital transformation within pharmacy professional leadership required to deliver positive outcomes in relation to the use of medicines?
* What are the problems and challenges experienced by pharmacy professionals in access to digital solutions?
* How can we engage people in the coproduction of more effective, innovative AI approaches to effective patient care and educational solutions?
* How prepared are pharmacy professionals with the digital skills required by pharmacists and pharmacy technicians in new models of service delivery?

The project will explore the digital competencies and professional development frameworks available to support healthcare professionals. The project will incorporate the roles of the multidisciplinary team members in working with people across the transitions of care with medicines.

The post holder will undertake most of their work in the HEE base closest to their home, however the training solutions which are identified must be applicable to other sites.

The post holder is expected to complete a post- graduate certificate in leadership/digital transformation.  They will be expected to develop, utilise and reflect on their use of the Future Leaders programme values within their project and within their working practice. This will be demonstrated by collaboration and proposal of innovative methods to address the key project outcomes.  The post holder will identify existing programmes and good practice that can be scaled up and shared. It is expected that the post holder will embed the principles of compassionate and collective leadership within the remit of the project and their daily practice, with continuous learning, utilisation of service improvement techniques, reflection and dissemination of results.

The post holder will seek learning from subject matter experts and previous fellows and actively contribute to the fellow network: maintaining the links within the pharmacy profession with current fellows and previous alumni.

Overall this programme seeks to achieve better outcomes of care with medicines for our population, this better value healthcare being developed through clinical leaders working in networks across Yorkshire.

**Post Duties and Description**

Working within Health Education England and linked to CLFs in other organisations in Yorkshire, and as part of multidisciplinary medicines optimisation teams, the post holder will be expected to:

* Lead and develop work to explore advancing the knowledge and skills of pharmacists and pharmacy technicians relating to digital transformation
* Use innovative methods to understand and translate the learning from the project to identify the gaps within current training and resources for pharmacy and other healthcare professionals
* Develop methods to understand what meaningful engagement and use of digital solutions for pharmacy, considering the best practice in other professions
* Collaborate with leaders in clinical practice to pilot innovations to embed engagement opportunities across learning and pharmacy settings.
* Design and deliver training materials to develop digital skills and opportunities to support those currently performing medicines-related duties
* Successfully lead and manage projects; apply recognised tools for improvement and measure the progress and outcomes of improvement work using objective methods
* Provide regular updates on the progress of projects undertaken and present work at local and regional fora, as appropriate
* Ensure a focus on developing confidence and competence with digital technology and on what matters to individuals, as central to the improvement work and can be demonstrated at the end of any project
* Ensure that the voice of pharmacy professionals, patients, carers, learners and educators is heard to develop workable solutions to difficult problems
* Collaborate with other Fellows and frontline and senior level staff delivering improvement projects in related topics.
* Demonstrate improved outcomes for patients as a result of the work undertaken
* Organise and participate fully in peer learning with local and regional leadership posts and Associate Deans
* Formally relate activity to the NHS Leadership Academy Healthcare Leadership Model
* Meet monthly with a named Leadership Supervisor to set and review progress towards personal goals
* Produce a report of the year’s activities, outcomes and development. This may include reflections on responses in assessment tools, such as 360 feedback, and insights into personal development, gained from mentoring, supervision and coaching
* Act as a role model for service improvement and transformation
* Where relevant, manage resources to deliver results
* Take opportunities to experience the wider work and connections of the members of a senior leader
* Undertake formal study in leadership and management, as relevant to work programmes and career direction

**About the post**

This post is an exciting opportunity for a Clinical Leadership Fellow to work with The School of Pharmacy and Medicines Optimisation. The post will enable the individual to develop their leadership potential and develop skills through undertaking a project and other work that connects with Digital Transformation and Medicines Optimisation leaders.

This post will allow the Fellow to deliver specific objectives that improve quality, leadership, engagement and medicine optimisation through creating a better understanding of meaningful digital skills in both service delivery and training of healthcare professionals. The post will be based in an HEE office with access to local hospitals and primary care settings to conduct then project work, e.g. Piccadilly Place, Manchester, Willow Terrace, Leeds, Don Valley, Sheffield or Willerby office in Hull.

The post also benefits from access to a wide range of educational and developmental opportunities provided by the Future Leaders Programme including courses, meetings and educational sessions. In addition the Fellow will be supported to undertake an academic component such as a Postgraduate certificate.

In addition Fellows will have a number of other opportunities to develop their leadership skills, relevant to their own aims and objectives, including:

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| * shadowing senior leaders | * gaining insight into Digital Strategy, Trust/organisational governance, leadership, structure and function. |
| * investigating current digital transformation activity | * being part of School TEL project to facilitate learning |
| * organising leadership events and programmes | * becoming an active member of a medicines optimisation group |
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**CONDITIONS OF SERVICE**

This post is appointed to NHS Agenda for Change Terms and Conditions of Service.

Standards of Conduct and Behaviour

You are required to work to the standards set out by the General Pharmaceutical Council.

Your general conduct at work should comply with the standards set out in the relevant HEE/Trusts document on Appraisal, in particular, core behaviours.

Leave Arrangements

All leave should be applied for in accordance with the Trust Leave Policy.

Training

During your employment, you agree to undergo whatever training the host organisation deems necessary. This may include, but is not limited to, induction training, professional development and safe working practices. Funding of such training will be in accordance with the host organisation’s Staff Development Policy.

Health & Safety

Each host organisation has a responsibility to provide a safe working environment for all staff. As an employee/supervisor/manager you are responsible for your own safety and that of others. This will require you to comply with the host organisation’s arrangements for Health & Safety and Risk Management. As a supervisor/manager, you will be responsible for ensuring your team work in a safe manner and are competent to do so.

Equality & Diversity

The post holder must comply with all policies and procedures designed to ensure equality of employment and that services are delivered in ways that meet the individual needs of patients and their families. No person whether they are staff, patient or visitor should receive less favourable treatment because of their gender, ethnic origin, age, disability, sexual orientation, religion etc.

The host organisation Equality and Diversity Policy will ensure that barriers to employment for disadvantaged groups are identified and removed, and that no person is treated less favourably on the grounds of their race, ethnic group, religion, impairment, age, gender, sexual orientation or mental health status. Reasonable adjustments will be made for disabled applicants and post holders where required.

Smoking Policy

Under the terms of No Smoking Policies, staff, visitors and patients will not be permitted to smoke at any time or in any part of NHS Trust property, whether inside or outside the organisations buildings.

Rehabilitation of Offenders Act & DBS Disclosure

This position involves access to patients during the normal course of duties and is therefore subject to the Rehabilitation of Offenders Act (Exceptions Order) 1975. As such you must reveal any information which you may have concerning convictions which would otherwise be considered as ‘spent’.

An offer of appointment to this post would be subject to the express condition that the organisations receives a satisfactory Disclosure and Barring Service (DBS, formerly CRB) Disclosure which will check the existence and the content of any criminal record received.

Health Education England has the right to withdraw an offer or employment if not satisfied of a candidate's suitability for this position by reason of criminal record or antecedents, especially in cases where no declaration of criminal proceedings has been made on a candidate’s application form or DBS Form. The organisation reserves the right to determine this issue at its sole discretion. If you are successful in being short listed for this position you will be asked to complete a criminal disclosure form to be handed to a representative at interview. Furthermore, if appointed to this post you will be asked to complete a 'DBS Disclosure Application Form' which will be submitted to the DBS.

Infection Control

The post holder must comply at all times with the relevant host organisation’s Infection Control policies, in particular by practicing Universal Infection Control Precautions. Hand hygiene must be performed before and after contact with patients and their environment.

Patient and Public Involvement

HEE/Trusts have a statutory duty to involve patients and public in evaluating and planning services. All staff have a responsibility to listen to the views of patients and to contribute to service improvements based on patient feedback.

Respect for Patient Confidentiality

The post holder should respect patient confidentiality at all times and not divulge patient information unless sanctioned by the requirements of the role.

**Person Specification**

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| **Post Title** | **Clinical Leadership Fellow; Clinical Leadership Fellow – Digital Transformation – Pharmacy Professionals** |
| **Band** | **Pharmacist or Pharmacy Technician Band 8a** |
| **Department** | **Pharmacy and Medicines Optimisation** |
| **Directorate** |  |
| **Summary of Role** | **Clinical Leadership Fellow** |

| **Criteria:** | **Essential** | **Desirable** | **Evidence obtained from**: |
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| **Qualifications:** | Registered pharmacist or pharmacy technician (General Pharmaceutical Council)  Member of professional body: Royal Pharmaceutical Society or Association of Pharmacy Technicians UK |  | Application form |
| **Training:** | Some skills development to date in medicines management and in education and training | Recognised educator qualification  Digital programmes involvement | Application form, portfolio of practice |
| **Special Knowledge including experience:** | Evidence of post-registration practice development experience, equivalent to relevant professional body framework, in a hospital or primary care setting  Knowledge of NHS / government policy and its applications in both secondary and primary care in relation to education and training  Applies sound professional judgement to legal and ethical issues | Digital Transformation approaches | Application and interview |
| **Behaviours:** | Patient-centred  Collaborative  Fair  Accountable  Empowered  Persuasive, excellent communicator  Assertive and inspires confidence  Team player but also able to work autonomously  Able to influence a large group of independent practitioners  Calm disposition |  | Application and interview |
| **Practical Skills:** | Able to interpret highly complex data and present highly complex information in an informative manner to a wide range of individuals |  | Application and interview |
| **Other Requirements:** | Able to fulfil Occupational Health requirements for the post (with reasonable adjustments if necessary), *including clearance on blood borne viruses in compliance with Trust Policy* |  | Occupational Health Screening |