

## NCAPC Local Collaborative Lead – Job Description

<b>Position:</b>	Local Collaborative Lead for NCAPC
<b>Time:</b>	There should be job planned time for NCAPC Local Collaborative Leads. The time allocated should be decided locally through job planning and will depend on caseload and support available from other multi-disciplinary staff
<b>Accountable to:</b>	Clinical Lead or Directors of Anaesthesia, Surgery (as relevant), ICM, Nursing, AHP, Medical Directors

### Job Summary

#### **Working together, NCAPC Local Collaborative Lead in Anaesthesia, Surgery, ICM, Nursing, AHP will have responsibility for:**

1. Leading the hospital's NCAPC team – ensuring engagement of all relevant clinical specialties and professions including surgery, anaesthesia, critical care and geriatrics, together with nursing colleagues and engaging with Trust digital specialists, audit and governance teams.
2. Leading engagement with NCAPC data.
  - a. Collection of NCAPC data through liaison with Trust business intelligence and data analyst teams and facilitating data transfer to the central NCAPC team.
  - b. Disseminating NCAPC results to the multidisciplinary and management teams.
3. Quality Assurance: using NCAPC data to provide QA to executive boards and colleagues that patients needing surgery and anaesthesia are receiving appropriate standards of care.
4. Quality Improvement: interpreting and utilising NCAPC data to improve care for patients with a focus on specific procedures within our four surgical specialities (thoracic, LGI, gynaecological, orthopaedics).
5. Promoting expert clinical practice in the care of patients to all relevant specialties.
6. Developing, supporting and providing education for multidisciplinary teams in the care of patients undergoing relevant procedures.
7. Supporting and contributing to service development that enhances care of specific surgical patients.

It is anticipated that the post holder will operate with close conjunction to the Trust's local Audit / Clinical Effectiveness team. There are likely to be benefits in developing a multidisciplinary "NCAPC central team" that engages all specialties involved, and which includes people with skills in leadership, digital systems and quality improvement.

### Job Details

#### **The NCAPC Local Collaborative Lead will, working with their teams and colleagues:**

1. Facilitate and have oversight of the collection of accurate local data for all patients undergoing procedures who meet the NCAPC inclusion criteria. This will include liaising with Trust digital teams to extract and transfer data to NCAPC and to lead local data validation to support this.
2. Use NCAPC data to benchmark performance, drive change and support engagement in quality improvement related to NCAPC metrics.

3. Regularly communicate their own hospital's data and performance to multidisciplinary teams involved in the care of patients undergoing specific procedures within our four surgical specialities (thoracic, LGI, gynaecological, orthopaedics).
4. Liaise regularly with hospital senior leadership teams, including Medical Directors and executive boards, providing up to date performance data, overviews of local quality improvement work and identify areas of potential risk that need to be addressed.
5. Supported by NCAPC recommendations, promote awareness of and provide advice upon what constitutes high quality care for patients.
6. Propose relevant changes in local structure, processes and clinical care pathways, supported by NCAPC data and recommendations to improve the care of patients.
7. Lead, encourage and support training for multidisciplinary team members and resident doctors in key areas (identified locally) that will support and embed effective processes in the care of patients.
8. Engage and support trainees/ residents to lead and deliver QI projects.
9. Consider strategies to facilitate patient engagement in improvement.
10. Engage with regional and national collaborative efforts to improve perioperative care.
11. Be enabled by their line managers to attend NCAPC QI workshops and other training events relevant to the position within local study and professional leave arrangements.

### Supporting processes

NCAPC will provide data, and other resources to support local leads in their role.

Person Specification	Criteria (E) Essential (D) Desirable
<b>Knowledge</b>	
Knowledge of basic data management	E
Basic understanding of Quality Improvement	E
Up to date on advances in care of surgical patients	E
<b>Experience/Skills</b>	
Relevant clinical skills in the care of complex surgical patients	E
Able to impart information clearly and effectively to colleagues	E
Credible champion for NCAPC within their department at a consultant or specialty grade	E
Permanent member of staff	E
<b>Attributes</b>	
Clinical Interest in the perioperative care of patients undergoing elective surgery	E
Organised	E
Leadership skills	D
Enthusiastic and motivated	E
Able to dedicate sufficient time to meet the requirements of the role	E