

Job Description

Job title	Medical Director (MD)
Reports to	Chief Executive Officer
Salary range	Competitive salary
Working hours	0.4 WTE flexibility to work part/full days.

Background

One Care is the GP federation that represents and supports practices in Bristol, North Somerset and South Gloucestershire (BNSSG). Established in 2014, we have 77 member practices across the area who provide healthcare for around 1 million patients. Our vision is to enable general practice to survive and thrive. We are a Community Interest Company, focused on delivering benefit for our practices.

We offer direct support to practices with many different aspects of running their day-to-day businesses through our Practice Support Team. We also support practices to work at scale at PCN, locality and BNSSG-level, holding contracts on their behalf as required and offering relevant expertise in areas such as digital, analytics and communications.

We work closely with our practices to amplify their voices in discussions and decisions about the delivery of healthcare in our area. In September 2020, we established a GP Collaborative Board (GPCB) to accelerate and amplify the representation of general practice in the wider health and social care system. The GP Collaborative Board will enable general practice to engage effectively with the developing Integrated Care System and to support development of strong place-based Integrated Care Partnerships. The Collaborative Board brings together all general practice leaders so we can function as an equal beside other providers and the commissioner.

The GPCB will work closely with the operational One Care board to set direction for the organisation. The Medical Director will work closely with the One Care board, the Executive Team, the GPCB and staff.

Job purpose

This is an exciting opportunity for a suitably experienced and dynamic individual to join our established executive team (Chief Executive, Chief Operating Officer and Finance Director) to strengthen and lead on delivery of the company's objectives, culture, values and ways of working.

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The Medical Director (MD) will lead One Care's clinical engagement and clinical voice in key business decisions and be responsible for the delivery of any clinical services provided by the business. The MD will be a key member of the executive team, reporting to the CEO, responsible for maintaining control of any decisions affecting the clinical workforce, supporting the Chief Operating Officer.

The MD will ensure that One Care remains an organisation with a reputation for high clinical quality, delivery and customer service with both the general practice shareholders and the wider health and care system.

The MD will provide a strategic executive clinical leadership role for the One Care board and GPCB, which will involve representation of general practice at system-level conversations and support for GP locality boards within ICPs when appropriate.

Key objectives

System engagement and general practice representation

- To develop effective working relationships and champion the values and vision of One Care with key stakeholders within BNSSG.
- Proactively engage with senior medical colleagues within the system (eg community health, acute trusts, CCG, social care) to promote general practice and the value it brings to the wider system.
- To provide clinical leadership for contractual and business discussions with third party organisations (eg. CCG, Healthier Together etc).
- To attend GPCB meetings, supporting the Chair and Vice Chair in the development and delivery of the GPCB and its activities.
- To attend key system meetings as clinical representative for One Care and the GPCB (eg. Clinical Cabinet, Primary Care Strategy Group, Primary Care Locality Development Group, system escalation meetings as and when required).
- To support PCN and locality attendance at strategic meetings.
- To work with the GPCB Coordinator to embed and support effective coordination of general practice representation at system meetings and sharing of relevant information with stakeholders as required.
- To engage in networking and collaboration at a national level with other relevant general practice and healthcare bodies.

Clinical oversight and leadership

- To provide clinical leadership for the strategic direction of the One Care board, GPCB, Executive Team and across the whole organisation.
- To attend and support the chair at One Care board meetings.
- To oversee delivery of the improved access contract, ensuring the processes are effective and meet the needs of general practice.
- To oversee and provide clinical input to delivery of other clinical One Care programmes, such as the current continuity of care work.
- To provide strategic oversight and clinical input to the development of the digital and analytical work.
- To provide clinical oversight of our general practice resilience work.

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- To be the organisation's Caldicott guardian, responsible for protecting confidentiality of people's health and care information and making sure it is used properly.
- To be the organisation's clinical governance lead, continuously improving the quality of services whilst safeguarding high standards.
- To ensure all One Care activities benefit general practice and their patients.

Innovation and new opportunities

- To proactively identify opportunities for innovation and development that enable the company to support practices to adopt effective ways of working, offering an appraisal of products and services from a clinical point of view.
- To support digital innovation and development with the design of products and services.
- To look for innovation and new ways of working that could be adopted/ developed locally for 'at scale' work within Public Health Management (PHM) delivery.

Practice engagement and communications

- To act as a clinical link with locality, PCN and practice representatives to ensure the support that One Care provides is in line with general practice needs and to keep practices engaged with the activities of the organisation.
- To work with the marketing and communications team to check content for different audiences and channels, providing input from a GP perspective.
- To act as a spokesperson for the organisation, representing the voice of general practice in external communications such as media interviews and videos.

General Duties

One Care has adopted the [Nolan principles](#) of public life and the MD should demonstrate personally and develop a culture that is characterised by selflessness, integrity, objectivity, accountability, openness and honesty.

Flexibility

This role profile is intended to provide a broad outline of the main responsibilities only. The post-holder will need to be flexible in developing the role and in initial and ongoing discussions with the designated manager.

Equality and Diversity:

The post-holder will develop, promote and direct the equality, diversity and rights of patients, carers and colleagues, to include:

- Acting in a way that recognises the importance of people's rights, interpreting them in a way that is consistent with organisational procedures and policies, and current legislation.
- Respecting the privacy, dignity, needs and beliefs of patients, carers and colleagues.

Health & Safety

Employees must be aware of the responsibilities placed on them under the Health and Safety at Work Act (1974) to ensure that the agreed procedures are carried out to maintain a safe environment for patients, visitors and staff.

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Rehabilitation of Offenders Act

This post is exempt from the Rehabilitation of Offenders Act 1974 therefore you are required to declare all criminal convictions, cautions, reprimands or final warnings and a Criminal Records Check will be carried out on your

PERSON SPECIFICATION

QUALIFICATIONS AND EXPERIENCE		
Criteria	Requirement	Measurement/Testing Method
Current working GP in BNSSG	Essential	Application and Interview
Experience of working as a GP Partner	Desirable	Application and Interview

SKILLS AND ATTRIBUTES		
Criteria	Requirement	Measurement/Testing Method
Ability to act with autonomy to achieve the requirements of the post	Essential	Interview
An ability to represent the clinical views and values of general practice	Essential	Interview
Exceptional communication and stakeholder management skills	Essential	Application and Interview
Ability to interpret the clinical environment and translate for One Care	Desirable	Interview
Able to represent the organisation with internal and external stakeholders	Essential	Interview
Excellent negotiating and influencing skills	Essential	Interview
Able to use own initiative to achieve the objectives of the post	Essential	Interview
Able to make tough decisions under conditions of uncertainty	Essential	Interview
Able to lead an organisation and motivate staff to deliver against challenging objectives	Essential	Interview
Well-developed skills in report writing, presentations (verbal and use of visual aids) and data presentation	Essential	Application and Interview
Understanding of commissioning environment in the NHS and approaches to contract management.	Essential	Interview
Experience in managing conflicts of interest and probity in decision-making	Essential	Interview

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PERSONAL QUALITIES / BEHAVIOURAL ATTRIBUTES		
Criteria	Requirement	Measurement/Testing Method
Attentive to individual needs yet able to make a decision to benefit the majority	Essential	Interview
Credible Orator	Essential	Interview
Ability to use a range of leadership styles appropriate to each situation	Essential	Interview
Positivity, enthusiasm and energy	Essential	Interview