Patient Safety Partners - Role Descriptor

Background

Bradford, Airedale and Craven PLACE strives to continually enhance a patient safety culture where the voice of patients, their carers and families is fundamental to all that we do.

Patients are influential partners in driving, delivering and supporting change through constructive challenge and active engagement. Understanding the lived experience of our patients, their carers and families will support and enhance delivery of safe, quality, personalised care.

The National Patient Safety Strategy (2019) proposed a workplan designed to enhance patient safety with a clear focus on learning. Working in collaboration with patients and/or their families is fundamental to enhancing patient safety and the role of Patient Safety Partners has been designed to provide greater partnership in the pursuit of excellent, safe care.

Patient Safety Partners are actively involved in the design, monitoring and evaluation of safer healthcare at all levels of the organisation including:

- **Patient Safety Governance** – Patient Safety Partners will be members of relevant committees to support compliance monitoring of patient safety issues, providing appropriate challenge to ensure learning and changes to practice are actively implemented and embedded.
- **Development and Implementation of relevant strategy and policy** – Patient Safety Partners will support the development and review of strategy and policy to continually strive for safer care

Patient Safety Partners should ensure that any committee/group of which they are a member considers and prioritises patients, service users, carers and family perspectives and champions a diversity of views.

Patient Safety Partners will work alongside patients, staff and volunteers influencing and shaping patient safety and quality care, both strategically and locally. Patient Safety Partners will be empowered to motivate and support people with practice development, will have a mind-set for improving patient safety outcomes and will demonstrate an understanding of the impact of a just culture on staff and the wider organisation.

What is a Patient Safety Partner?

The role of a '**Patient Safety Partner'** is to:

- Enable Trusts to value, listen and provide meaningful involvement opportunities for patients their carers and families.
- Actively influence the strategic direction of PLACE.
- Support a just culture which is ‘patient-centred’.
- Support the development of high-quality patient and public engagement.
- Understand the organisations (clinical and non-clinical services) and work collaboratively with staff to identify problems, applying creative and innovative thinking in developing solutions.

Who can get involved?

Patient Safety Partners should have a readiness to develop their understanding and be committed to improving the NHS and its services. Patient Safety Partners will be able to think critically about safety, health and wellbeing. They must be able and willing to reflect and represent the different views and diversity of patients/users, including those living with different conditions and from different backgrounds.

Having an understanding of the different challenges faced by the local community accessing acute services would be considered an advantage.

Patient Safety Partners may have recently accessed NHS services and/or have experience of caring for or managing health/long term condition(s) which will be considered an asset.

Why become a ‘Patient Safety Partner’?

This is an opportunity to:

- Strategically influence and improve the safety and quality of health services to ensure that the views of patients, their carers and families are represented at all levels and where necessary, to make certain that the ‘person’s voice’ is heard across partner organisations.
- Work together to build a just culture and quality environment where patients’ needs are central to the values and practices of the organisations
- Enhance openness, transparency, accountability and learning.

Our commitment to you

We will:

- Support Patient Safety Partners to work across PLACE to achieve high quality patient and public involvement.
- Provide you with structured support and relevant training to be successful in your role.
- Support you to develop your leadership skills, influencing and decision-making skills, particularly at the strategic level.
- Provide you with individual support in the form of coach/mentor (buddy).
- Listen to you and respond.

- Be honest and open.
- Provide you with payment for reasonable travel expenses when delivering/supporting agreed quality improvement projects.

Role specification

Skills and experience

In undertaking the role of Patient Safety Partner, you will have:

- An understanding of and broad interest in patient safety.
- An ability to communicate well in writing and read comprehensive reports.
- An ability to understand and evaluate a range of information and evidence.
- Confidence to communicate well verbally with senior leaders about strategic issues, as an advocate for patient safety.
- An ability to provide a patient, carer, or lay perspective and to put forward views on behalf of the wider community/groups of patients (not own opinion only).
- Experience of championing health improvements; able to be a critical friend.
- Experience of interaction with multiple stakeholders at senior management level.
- Experience of working in partnership with healthcare organisations or programmes.
- Sound judgement and an ability to be objective.
- Personal integrity and commitment to openness, inclusiveness and high standards.
- An ability to plan time, prepare for meetings and undertake any other activities required of the role.
- A commitment to attending Patient Safety Partner support meetings and any relevant training events.

It is essential that the Patient Safety Partners maintains confidentiality of sensitive/confidential information and adheres to Data Protection Act (DPA) and General Data Protection Regulation (GDPR) requirements.

Additional requirements of the role

As a Patient Safety Partner, you will;

- Adhere to the principles of the Patient Safety Partner agreement.
- Inform relevant person if unable to attend meetings or undertake any other identified activities.
- Support and guide new Patient Safety Partners where required.
- Take part in Patient Safety Partner networks to receive peer support and share learning.
- Report any safety incidents to staff.

- Ensure that patient confidentiality is always maintained.
- Have an understanding of individual patients' needs; consideration for cultural and religious requirements.
- Always act in accordance with trusts policies and procedures.
- Report any environmental factors that may contravene health and safety requirements.
- Ensure that all work is carried out in line with trust policies and procedures.
- Attend induction and regular mandatory training.

Your commitment

You are required to undertake activities related to the role which may be further developed and determined as the post embeds across PLACE.

You are required to actively reflect the core values of PLACE.

Eligibility

Successful applicants will not have an ongoing leadership role (hold Executive, Non Executive or elected positions or offices) at a health or social care organisation within Bradford District and Craven. You will need to stand down from such a role if appointed to this new independent role.

Terms of Appointment

Remuneration

The Patient Safety Partner role is a voluntary role; however, all travel expenses will be remunerated.

Term of Appointment

The Patient Safety partner role is a voluntary role. Individuals are required to commit to the role for a minimum of two years following completion of induction and training.

Please note: The term is for two years in the first instance with the opportunity to extend.

Time Commitment

You will have considerable flexibility to decide how you manage the time needed to undertake the role. There is no set requirement for the number of hours you need to commit to on a weekly basis; however, we anticipate it may be up to 8 hours a month.

We do ask you specify the level of hours you are able to input and that this is a regular and sustained commitment.

We have set an initial programme of bi-monthly meetings from July 2022 to March 2023 to fit in with the cycle of business across the West Yorkshire Health and Care Partnership, and you would need to be available to attend these. There may be an expectation that the Patient Safety Partner chairs these meetings. There may be

additional commitments required in relation to engagement and consultation sessions with key stakeholders in the early development of the Patient Safety Incident Reporting Framework process and the transition from the Serious Incident Framework.

How to respond

To apply for this post please send the following by e-mail to iram.amin@bradford.nhs.uk by **5pm on Sunday 09 October 2022:**

- A CV which demonstrates how you meet the criteria
- A covering letter highlighting the aspects of the role that particularly attract you and outlining why you feel you are right for the role
- Contact details for three referees (who will not be contacted without your permission)
- A completed Equal Opportunities Monitoring Form and Fit and Proper Persons Monitoring Form

The closing date for applications is 5pm on Sunday 09 October 2022.

For further information

If you have any questions, or would welcome an informal discussion, please contact Jacqui.mcmahon@bradford.nhs.uk before the closing date to arrange a conversation. This will play no part in the selection process.