



Príomhoifigeach Cliniciúil
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Call for Expressions of Interest - Chairperson of the National Patient Safety Alerts Working Group

The Chief Clinical Officer (CCO) invites expressions of interest from **Senior Clinical Staff** to nominate themselves as Chairperson of the newly formed National Patient Safety Alerts (NPSA) Working Group

Closing Date: 17:00 on 27/04/2022

Expressions of interest will be received and interested candidates contacted.

About the National Patient Safety Alerts Working Group

The CCO has given responsibility to the Quality and Patient Safety – Incident Management Team (QPSIM) as part of National Quality and Patient Safety Directorate (NQPSD) to establish and maintain the processes and mechanisms to identify, develop and disseminate patient safety learning by NPSAs through a centralised system to the HSE and HSE funded services. The primary purpose of NPSAs is to identify and share crucial patient safety learning nationally in a timely manner that will inform improvement in system and service delivery to enhance quality and patient safety for those who use and work in our services.

The NPSA Working Group will be supported by a QPSIM Learning team (pending funding) who will have responsibility to identify and collate data to inform potential NPSA content. The NPSA Working Group will consult and advise on content and further engage relevant Subject Matter Experts in the development of NPSAs. Initial review and sign-off of all content developed will be by the NPSA Working Group Chair/Co-Chair, then by the National Clinical Director, Quality and Patient Safety. Final sign-off will be from the CCO and ownership of the content remains with the CCO.

Roles and Responsibilities of the National Patient Safety Alerts Working Group:

- Review data and content received from QPSIM Learning Team and agree on next steps
- Undertake a further deep dive of data if indicated
- Review draft National Patient Safety Alert publications
- Agree prioritisation of workload and alerts to be issued
- Oversee content curation including quality assurance
- Initial sign-off of content

Roles and Responsibilities of the Chairperson

The role of the Chairperson will be to lead the work of the Working Group which supports the CCO, find consensus among the members so that NPSAs can be identified, developed and forwarded with recommendation to the CCO. The Chairperson is responsible for leadership of the Working Group and ensuring its effectiveness on all aspects of its role.



The Chairperson will:

- provide leadership and strategic direction
- lead the Working Group in making informed recommendations and decisions regarding NPSAs,

Membership:

Stakeholders will have representation on the NPSA Working Group on a permanent or as required basis. Membership should include;

- i. Workstream Chair – Clinical experience essential
- ii. Co-chair – Assistant National Director QPSIM
- iii. QPSIM Learning Team Lead
- iv. Patient Representative
- v. Human Factors / QI Lead
- vi. Nursing Representative
- vii. HSCP Representative
- viii. National QPS Acute Services Representative
- ix. National QPS Community Services Representative
- x. Working Group Coordinator
- xi. As required - Other subject matter experts such as;
 - Biomedical Engineer
 - Medication Safety Specialist
 - Medical Device Specialists
 - Clinical Specialists
 - Procurement Specialists

Time Commitment:

Monthly Meeting or as required dependant on active workstreams / publications etc. The NPSA Working Group will need to be responsive to emerging safety issues which may require meeting more frequently or at short notice.

Conflicts of Interest:

In the interest of proper standards of conduct, the activities of the Working Group must be conducted in an objective manner and be seen to be so conducted. The Chairperson must confirm their commitment to the disclosure of any employment and/or business interests which may be – or be seen to be - in conflict, or in potential conflict, with the objectives and activities of the Working Group.

Governance:

The NPSA working Group will report operationally to the CCO via National Clinical Director NQPSD.



Reports:

Coordinated and developed by the QPSIM Learning Team NPSA and reviewed and approved by the Chair/Co-chair of the NPSA Working Group quarterly reports will be disseminated to the following;

- National Clinical Director NQPSD
- Chief Clinical Officer
- HSE Safety & Quality Committee

The quarterly reports will incorporate an overview and analysis of the system data analytics, progress to date, changes or updates to the system, user feedback and evaluation reports.

Requirements:

To be considered for the role as Chairperson each nominee must

- Hold or have held a senior clinical role within the HSE of HSE funded services
- Have proven ability in building consensus and hold strong communication skills
- Have proven ability in influencing a wide range of stakeholders
- Have an ability to lead strategically in a high-profile environment
- It would be preferable if experience spans over the acute and community setting