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| --- | --- | --- |
| Role | SPA recognition | notes |
| Deputy Clinical Director  (each division) | 3 | The total SPA amount can be split between 2 or three individuals at the discretion of the Clinical Director |
| Department/Service lead | 1 | Department/Service lead roles are commissioned and appointed by the Divisional Management Team. Smaller departments/services may have a smaller SPA recognition in agreement with the Divisions Clinical Director. |
| Divisional Governance Lead  (each division) | 1 |  |
| Digital Integration Lead  (each division) | 1 | These roles will report to the CCIO |
| Infection control lead clinician | 1 |  |
| Associate Medical Director for Quality and safety | 3 |  |
| Lead Cancer Clinician | 1 |  |
| Clinical lead(s) for Transformation and Quality Improvement | 3 | This resource will be split between a number of projects aligned to Trust priorities |
| Mortality Lead | 1 |  |
| Lead Medical Examiner | 1 |  |
| Chief Clinical Information Officer | 3 |  |
| Clinical Safety Officer | 0.5 | This role supports digital systems and information governance teams |
| Project based digital leads | 1.5 | This resource will be split between a number of projects aligned to Trust priorities |
| Appraiser | 0.25 | Minimum 6 appraisals per year plus attendance at appraisers training session |
| Core SPA | 1.5 | This allocation recognises time for   * CPD * Essential Training * Audit and Governance half days (assumes 5/6 per year attended) * job planning preparation and discussion * Appraisal preparation and attendance * personal and professional administration * Responding to complaints and participating in serious incident investigations * departmental governance/M&M meetings * Bedside teaching to medical students, postgraduate trainees and locally employed doctors.   This allocation also recognises the responsibility for all consultants and SAS doctors to provide most types of clinical supervision medical students, postgraduate trainees and locally employed doctors. |
| |  | | --- | | Chair/Medical lead of recognised governance group (monthly) | | Chair/Medical lead of recognised governance group (quarterly) | | 0.25  0.125 |  |
| Guardian of Safe Working | 1.5 |  |
| Defined Educational and clinical supervision roles | 0.25 per deanery trainee  0.125 per Locally employed doctor | Educational and clinical supervision will vary according to the grade and specialty of a trainee. The Director of Medical Education will be responsible for overseeing the allocation of this resource  Defined educational/clinical supervisors are expected to provide evidence of participation in regular educational training  The maximum allocation per consultant/SAS job plan for specified educational/clinical supervision |
| Development lead for Locally Employed Doctors | 1.0 |  |
| Safeguarding adults lead doctor | 0.5 |  |
|  |  |  |

This list does not include Core corporate leadership roles (Deputy Medical Director, Clinical Directors, and Director of Medical Education) that are appointed by the Chief Operating Officer and Medical Director.

There are a number of postgraduate educational roles that are appointed by the Director of Medical Education and funded from HEE that are not included in this list.

This is not an exhaustive list but indicates the resource allocation for key posts aligned to the Trusts strategic intent. Some roles not described in this can be supported with allocated SPA time by a by this must be prospectively agreed during the job planning reprocess by the department/service lead, Divisional Management Team and Corporate job planning lead.