

Quality and Safety Group Chair's Role Description

The Chairman of the Group will lead the Quality and Safety Group (QSG) and join the Professional Standards Committee to help define the characteristics of high-quality clinical care across the breadth of ophthalmology in terms which are readily understood and agreed by clinicians and the lay public, support the provision of high quality and safe ophthalmic care and support the development and use of valid and reliable measures of quality and safety in ophthalmic care. The role is closely supported by the Chair of the Professional Standards Committee.

This work will include:

- Ensuring standards and recommendations produced by the QSG are consistent with other guidelines and good practice statements produced by The Royal College of Ophthalmologists and conform to the requirements of the national guidance and standards
- Supporting the Revalidation Leads where required on quality standards for the revalidation of ophthalmologists
- Review any relevant issue of quality and safety including technical and device issues
- Disseminate best practice in quality and safety
- Proactively review and provide advice and guidance on new quality and safety issues
- Advise the College officers and the Chairman of the Scientific Committee on any queries or issues regarding quality and safety and help provide advice, responses and statements on these
- Liaise with the Professional Support Department to moderate the online Group Forum and responding to posts in a timely fashion
- Recruit interested professionals to contribute to the work of the Group
- Active participation on the Academy of Royal Colleges Quality Improvement Committee, the NHS National Patient Safety Advisory Panel and other similar committees as required.

Time commitment is variable however:

- Rarely more than an hour per week on emails.
- The Professional Standards Committee meets three times a year; attendance at minimum 1 meeting per year is required; non attended meetings require a short submission summarising work and issues since the last committee.
- Ad hoc meetings: e.g. meetings with other officers or College members of staff, liaison with other bodies. These are infrequent and can normally be arranged at times to suit the post holder. The College encourages the use of telephone conferencing wherever possible and appropriate and will arrange this on request.
- Professional standards business: It is possible to conduct virtually all the Committee business between scheduled meetings electronically and remotely. Correspondence arriving by post at the College for the Chairman's attention can be scanned and forwarded electronically.

Term - 3 years (renewable for a further 3 years)

Person Specification:

REQUIREMENT	ESSENTIAL	DESIRABLE
Substantive Consultant Ophthalmologist or Specialty Doctor of at least 3 years' standing and Membership or Fellowship of the RCOphth	Yes	
Demonstrable interest in quality improvement	Yes	
Up to date Equality and Diversity training	Yes	
A high level of personal credibility within the profession	Yes	
Excellent communication and leadership skills	Yes	
IT skills (proficient in Word and Excel)	Yes	

Conflicts of interest

When the interest of a member conflicts, or appears to conflict, with the interest of the College, this must be declared.

General

In accordance with College policy, all correspondence and other dealings with professional and other organisations will be prepared within the College by College staff.

No sponsorship may be sought or accepted without prior permission of the Honorary Treasurer.

No member may be paid or accept payment in cash or kind for work undertaken on behalf of the Committee or the College.

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