

JOB DESCRIPTION

POST: Clinical Fellow, National Audit of Breast Cancer in Older Patients

BOARD: Research

DEPARTMENT: Clinical Effectiveness Unit

RESPONSIBLE TO: Director, Clinical Effectiveness Unit

Potential benefits of the post

This position provides a unique opportunity to investigate the care given to older patients with breast cancer and identify opportunities to improve outcomes for them. The National Audit of Breast Cancer in Older Patients has access to a wealth of data on patients diagnosed in England and Wales, and this can provide important insights into the management of patients with this cancer. The successful candidate will work within a multidisciplinary team, delivering the Audit and will play an active role in producing the audit reports and other outputs. In particular, it will enable you to develop a series of journal articles and conference presentations, whilst also developing advanced analysis and research skills. These outputs can form the basis of either an MD or PhD. The fees for an MD or PhD will be covered by the CEU.

The National Audit of Breast Cancer in Older Patients (NABCOP) was established in April 2016 to evaluate the process of care and outcomes for women, aged 70+ years, diagnosed with breast cancer and treated in NHS hospitals within England and Wales. The audit was commissioned because various studies had reported there was greater variation in the management of breast cancer among older women compared with women aged 50-69 years. While some variation in the management of patients will reflect the presence of co-morbidity, the studies concluded that this could not explain all the observed variation in breast cancer services in England and Wales.

There are over 50,000 new cases of breast cancer are diagnosed in women each year in England and Wales, about one-third of which are in women aged 70+ years. The audit examines the care received by these patients from initial diagnosis to the end of primary therapy, and has provided information on the comparative performance of NHS trusts and local health boards in a series of Annual Reports. These reports can be found on website www.nabcop.org.uk along with other information about the Audit.

Clinical Effectiveness Unit

The Clinical Effectiveness Unit (CEU) is a collaboration between The Royal College of Surgeons of England and the Department of Health Services Research and Policy of the London School of Hygiene and Tropical Medicine (LSHTM) (<https://www.rcseng.ac.uk/surgeons/research/surgical-research/ceu>).

The objectives of the CEU are:

- to carry out national surgical audits
- to develop audit methodologies
- to produce evidence on clinical and cost effectiveness

Since its inception in 1998, the CEU has become a national centre of expertise in the methods, organisation, and logistics of large-scale studies of the quality of surgical care. It has fostered collaborative links with professional organisations, the Department of Health and other relevant bodies within the NHS.

A key element of the national clinical audits undertaken at the CEU is that audits are designed as *epidemiological studies* of the quality of surgical care. This implies that epidemiological methods should be used to generate high quality evidence on the *processes* and *outcomes* of surgical care as well as on their *determinants*. Another important feature of the CEU's approach to national audit is the emphasis it gives to joint clinical and methodological leadership.

The CEU is a project-based organisation and has undertaken national studies on joint replacement, liver and heart / lung transplantation, urological cancer surgery, emergency surgery, oesophago-gastric cancer, bowel cancer, breast cancer, and treatment of children with a cleft lip or palate. The results from these studies have directly influenced clinical policy as well as audit practice in the UK. The Unit has 15 staff members, of whom 6 are academic staff members of LSHTM. The background of the staff demonstrates the multidisciplinary character of the Unit (medicine, health services research, medical statistics, epidemiology and public health). The Unit's Director is David Cromwell, Professor of Health Services Research.

Duties of the post

1. Further development of the National Audit of Breast Cancer in Older Patients

- To work closely with the NABCOP clinical leads and team members at the CEU in further developing the Audit. This work will include:
 - Undertaking analyses of the prospectively collected patient data from the national cancer registration services in England and Wales
 - Reporting the results of the Audit in Annual Reports, conference presentations and papers for peer-reviewed publications
 - Reporting on the different treatment patterns of patients with DCIS, early disease, and advanced breast cancer
 - Making use of the national datasets on hospital care, surgery, chemotherapy and radiotherapy

2. Collaboration with NCRAS / Welsh Cancer Network and other relevant organisations to improve quality and timeliness of data entered, and increase the engagement of staff within NHS trusts

- To liaise with NCRAS / Welsh Cancer Network in order to support the project management and data collection
- To liaise with staff in participating NHS trusts and hospitals in order to publicise the Audit and its findings and to respond to clinical queries
- To liaise with all professional bodies involved in the management of patients with breast cancer, and to represent the Audit at regional and national meetings

3. Other

- To undergo further training in statistics and audit / research methodology
 - To maintain the confidentiality of data at all times and to ensure that the requirements of the General Data Protection Regulation (GDPR) are met throughout the project

- To ensure that the data collection, analysis and reporting of the study is carried out to the highest professional standards
- To carry out other occasional duties within the Clinical Effectiveness Unit, e.g. contributing to training workshops

There will be no clinical duties or on-call commitments but there is flexibility to allow the post-holder to maintain some clinical practice.

This job description will be subject to review in the light of changing circumstances and may include other duties and responsibilities as may be determined. It is not intended to be rigid or inflexible but should be regarded as providing guidelines within which the individual works.

All College employees are responsible for records held, created or used as part of their work for the College including patient/client, corporate and administrative records whether paper-based or electronic, which also includes emails. Records should be managed and stored appropriately and should in all cases comply with the requirements of the Data Protection Act 2018 and the General Data Protection Regulation. Employees should have read and understood the College's Data Protection Policy and Records Management Policy and should follow all agreed records management and data protection procedures, seeking advice where necessary.

May 2019

PERSON SPECIFICATION

POSITION: Clinical Fellow, National Audit of Breast Cancer in Older Patients

DEPARTMENT: Clinical Effectiveness Unit

ESSENTIAL CRITERIA	DESIRABLE CRITERIA
Education/Qualifications Membership / Fellowship of a relevant Royal College	Education/Qualifications
Knowledge Good numeracy (e.g. good pass at A level or equivalent) Good understanding of health-related research methods Good understanding of basic statistical principles	Knowledge Understanding of epidemiological research (study design, data collection and analysis) Familiar with national clinical audit programmes
Experience Relevant clinical experience Experience in analysing clinical data Experience of research or clinical audit projects in a hospital setting	Experience Evidence of peer-reviewed publications Evidence of presenting research at professional conferences and to lay audiences
Skills Excellent verbal and written communication skills Good organisational skills Ability to think systematically and critically Computer literate and proficient with office software Ability to work independently Ability to work in a small team	Skills Familiar with statistical software for data management and analysis, such as Stata or R.

The post holder will also need to demonstrate the following **values and behaviours**:

Diversity - *we value **diversity** and treat each other with respect.*

- I listen effectively and treat each person as an individual
- I value people with different skills, expertise and knowledge to myself
- I ensure that everyone I meet feels welcomed at the college
- I trust the people I work with and know they will work to their best ability
- I am inclusive and build good relationships with everyone I work with
- I take time to understand different views to myself for the sake of the college

Improvement - *we seek continuous **improvement**, and improvement requires change.*

- I use my expertise to question, challenge and improve the way we carry out our tasks
- I identify opportunities to innovate and present ideas to improve our products and service
- I am open and positive to new ideas and ways of working which help the college
- I adapt to change positively
- I help my manager communicate change to others
- I learn from my mistakes and do things differently as a result

Responsibility - *we take personal **responsibility** for all we do.*

- I set challenging goals for myself
- I deliver what I say I will deliver
- I take informed decisions which are within my control and hold myself accountable for them
- I take initiative and am proactive in all I do
- I constantly work to the best of my ability
- I work with integrity in the best interests of the College and its priorities

Collaborative - *we are **collaborative**, both across the College and with our stakeholders across the world.*

- I build positive relationships with the people I work with
- I work collaboratively with others to deliver exceptional performance
- I always work for the greater good of the College
- I highlight behaviours which are inconsistent with the College standards
- I consistently live the College values
- I involve others in key decisions I take at work

Prudent - *we are **prudent** in our use of resources.*

- I deliver excellent work and customer service with the resources available to me
- I am efficient with the resources I use
- I find effective solutions to problems
- I escalate issues quickly when resources are stretched
- I prioritise my work effectively
- I follow the rules at work so that I minimise risks to the College

Professional development - *we are committed to personal **professional development** that benefits the individual and the College.*

- I seek learning opportunities for my personal and professional development
- I support, encourage and help my colleagues to develop
- I put my learning into practice in my role
- I ask for regular and honest feedback on my performance and learn from what is said
- I create opportunities to share my knowledge within and across teams
- I know my areas of expertise and convey this with confidence to my colleagues

The appointment is subject to proof of the attainment of any qualifications deemed essential to the post and used as a basis for shortlisting and selection. Failure to provide evidence of the required qualifications will result in the offer of employment being withdrawn.

The Royal College of Surgeons of England is an Equal Opportunities Employer.

May 2019