

## **APPENDIX 1**

### **Director of Nursing and Quality – Operational Principles**

#### **Single Point of Contact**

The Single point of contact in the first instance for all operational issues will be the Deputy Director of Nursing and Quality.

A separate rota will show who the Executive lead for that day is, this will be on a weekly basis (Monday to Friday).

Copies of the rota for the named Executive will be made available in advance to the Chief Executive Officer, Bradford Integrated Care Board and the Chief Nurse for West Yorkshire Integrated Care Board.

#### **Division of Responsibilities**

There are four key areas of responsibility; these have been allocated on a named basis:

Quality Assurance and Oversight – Chief Nurse, Airedale NHS Foundation Trust

- Maternity and Neonatal Services.
- Maternity oversight Group.
- Enhanced Surveillance.
- System Quality Committee and review.
- Risk Register for SQC and performance data.
- Patient Safety.

Continuing Health Care (Including Children's) – Chief Nurse, Bradford Teaching Hospitals NHS Foundation Trust

- Complex Children's Services.
- Personalised Commissioning.
- Host Commissioning.
- Patient Safety.

Safeguarding – Chief Nurse, Bradford District Care NHS Foundation Trust

- Special Educational Needs and Disability (SEND)/Looked After Children (LAC).
- Asylum Seekers.
- Mental Health.
- LeDeR and ICS function.
- Primary Care System Quality.
- Patient Safety and quality oversight for care homes and independent providers.

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- Major Incident.
- Infection Prevention and Control/Outbreak.

## **Practical Working Arrangements**

Quality Oversight and Assurance will be supported by the Assistant Director of Quality (ADQ); this will enable clear and discreet separation from the operational elements of the portfolio. The ADQ will report directly to the Airedale NHS Foundation Trust Chief Nurse.

The Deputy Director of Nursing will report to the Chief Nurses of both Bradford District Care NHS Foundation Trust and Bradford Teaching Hospitals NHS Foundation Trust.

The existing Executive Assistant/Personal Assistant arrangements will remain in place and they will be responsible for the maintenance, update and creation of joint folders and calendars.

The three Chief Nurses will meet on a weekly basis with the deputy. This will enable the development of the short-, medium- and longer-term work plans, the ongoing oversight and assessment of risk and timely communication and updates.

The three Chief Nurses will work one day per week each from Scorex House; this will enable visibility and easy action for staff. The working days will be set.

A monthly operational briefing, from the three Chief Nurses will be provided to the BDC ICB Lead.

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