

Clinical Governance Coordinator AFC band 7

Person Specification

		Essential	Desirable	Measured By
Education and Qualifications	Registered nursing professional or Educated to degree level or equivalent professional experience	√		Application Form
	1st Level Degree or evidence of working towards.	√		Application Form
	To have completed the national PEAP programme for practice supervisors or equivalent teaching and assessing qualification for those with ENB998.		√	Application Form
	Clinical Audit course/Basic risk management/health and safety qualification		√	
	Evidence of relevant professional development	√		
Experience	Extensive and relevant post professional qualification experience	√		Application Form
	Experience of working effectively in a relevant multi-disciplinary environment, some of which must be at AFC 6	√		Application Form
	Experience of developing patient centred services	√		Application Form
	Experience of incident investigation	√		

		Essential	Desirable	Measured By
	Evidence of managing change	√		
Skills and Knowledge	Working knowledge of the Governance Strategy and Complaints Policy	√		Application Form
	Experience of clinical audit	√		Application Form
	Experience of Risk Management	√		Application Form
	Good IT skills	√		Application Form
Personal Qualities	Influencing and negotiating skills	√		Application Form
	Evidence of well-developed written and report writing skills	√		Application Form
	Flexible to meet the needs of the service	√		Application Form
	Willingness to maintain clinical skills, working clinical shifts as necessary	√		Application Form
Values and Behaviours (PROUD)	<ul style="list-style-type: none"> ▪ Patients first •Provides outstanding service, by putting patients first, ensuring patients are cared for with courtesy, compassion, dignity and empathy 	✓		Interview
	<ul style="list-style-type: none"> ▪ Respectful •Respectful to patients, staff colleagues and all internal and external contacts whilst valuing diversity 	✓		Interview
	<ul style="list-style-type: none"> ▪ Ownership •Takes ownership for own actions and areas of responsibility 	✓		Interview

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	<ul style="list-style-type: none"> ▪ Unity •Demonstrates unity by working in partnership with all colleagues and committing to team goals 	✓		Interview
	<ul style="list-style-type: none"> ▪ Delivery •Proven track record of delivery of professional, efficient and effective services 	✓		Interview