

# **Chief Scientific Officer's Clinical Fellow Scheme 2021/22**

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**Candidate Information Pack**

March 2021



## Foreword from the Chief Scientific Officer

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The Chief Scientific Officer's Clinical Fellow Scheme has come at a time where healthcare science is very much at the forefront of the public's mind. The scientific and healthcare landscape is evolving, and we must change with it if we want to become a more influential health care profession. These fellowships will help us develop healthcare scientists who have the potential to become future leaders, increasing the clinical leadership capacity and capability of the workforce.

With this scheme, supported by the Faculty of Medical Leadership and Management, we can rise to the emerging challenges of the 21st century by fostering talent and preparing a cadre of capable and motivated healthcare science leaders who can confidently take their seat alongside their healthcare peers at national and local levels.



**Professor Dame Sue Hill**

Chief Scientific Officer for England  
NHS England and NHS Improvement

## Introduction to the scheme

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I am delighted that the Faculty of Medical Leadership and Management (FMLM) is working in partnership with the Chief Scientific Officer to deliver this innovative scheme for healthcare scientists. The timing recognises the crucial role scientists have played during the pandemic, a role which can only grow as scientific advances drive future improvements in healthcare across the country.

The scheme offers exceptional healthcare scientists a unique opportunity to hone their leadership skills by engaging directly with the most senior leaders in the NHS. Importantly, it also offers its fellows the opportunity to network and engage with fellow clinical professionals on parallel schemes across the UK.

The scheme is open to healthcare scientists from across the UK and is aimed at aspiring future leaders who have not held a senior leadership role in healthcare science.

The inaugural cohort will work in an apprenticeship model, stepping out of clinical roles for 12 months to lead on key projects of national importance. Fellows will work with the senior leadership of the Office of the Chief Scientific Officer in NHS England and NHS Improvement gaining exposure to a range of leadership and management skills, policy development, project management, research and analysis, communications, and collaboration.

FMLM manages the scheme on behalf of NHS England and NHS Improvement thereby enabling collaborative working with the schemes in pharmacy, medicine and dentistry as well as counterpart schemes from across the UK.

*“The pandemic has brought home to the nation, the enormous value of healthcare scientists on so many fronts. This timely new scheme offers healthcare scientists a great opportunity to hone their leadership skills to help them play their full role in leading improvements in healthcare. A great investment in the future ...and the present!”*

**Mr Peter Lees, Chief Executive, FMLM**

Posts commence on 31 August 2020 and run for one year. Successful candidates will be appointed through a single recruitment process, details of which can be found in this pack.

With best wishes,

**Mr Peter Lees**

Chief Executive

Faculty of Medical Leadership and Management

## Job description and personal specification

The inaugural cohort will be based in NHS England and NHS Improvement in the Office of the Chief Scientific Officer. A full job description and personal specification can be found below.

### Job description

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| Host organisation  | NHS England and NHS Improvement  |
| Number of posts available  | 3  |
| Working basis  | Less than full time – 0.6 FTE  |
| Salary   | NHS Agenda for Change 8A   |
| Location of role   | <p>The post is based at the Office of the Chief Scientific Officer, NHS England &amp; Improvement at Skipton House, 80 London Road, London, SE1 6LH.</p> <p>The post is available as a remote opportunity for those that do not work within commuting distance of London with some travel required (see below).</p>  |
| Social distancing arrangements   | In the event that face-to-face working is not possible due to social distancing restrictions, fellows will work remotely (regardless of location).   |
| Travel requirements  | <ul style="list-style-type: none"> <li>• Travel to the London office for meetings and events as required and agreed by Office of the CSO.</li> <li>• Physical travel to regions/trusts and events as part of stakeholder engagement, experiential learning or shadowing may be necessary.</li> <li>• Physical attendance at FMLM education events, CSO conferences, meeting and events as required and agreed by Office of the CSO.</li> </ul> |
| <b>About the organisation</b>  |  |
| <p>NHS England leads the National Health Service (NHS) in England. NHS England sets the priorities and direction of the NHS and encourages and informs the national debate to improve health and care. NHS England wants everyone to have greater control of their health and their wellbeing, and to be supported to live longer, healthier lives by high quality health and care services that are compassionate, inclusive and constantly improving.</p> <p>The Chief Scientific Officer (CSO) is the head of profession for a 52,000-strong Healthcare Science workforce. The workforce provides the scientific backbone of NHS and Public Health services, working across the four divisions of laboratory (pathology) sciences, physiological sciences, medical physics and clinical engineering and bioinformatics. Their work underpins 80% of all diagnoses and they make a direct contribution to treatment pathways, particularly in specialist services such as cancer, respiratory and cardiovascular disease.</p> <p>The CSO has a statutory responsibility for the strategic clinical oversight and enhanced clinical engagement within a system wide approach in order to further improve NHS healthcare science services in England. The Chief Scientific Officer has a "system wide role" i.e. employed by NHS England</p> |  |

but also supports across the health and social care system in the UK, for example the Department of Health and Social Care, Public Health England, Genomics England and arms-length bodies such as Health Education England.

Posts are located in the Office of the Chief Scientific Officer within the NHSEI Medical Directorate.

### About the role

The office of the Chief Scientific Officer has 4 primary workstreams which include System Leadership and Infrastructure, Healthcare Scientist Workforce, Emerging Science & Clinical Services. These workstreams support the 10 delivery priorities of the NHS Long Term Plan and Healthcare Science Strategy published in March 2020.

**System leadership and Infrastructure** – Embed regional leadership, shape and influence national and regional policy and strategy in relation to developing HCS leaders for now and the future, including:

- Regional Lead Healthcare Scientists Development
- Local Systems Leadership Across: PCN, ICS, NHS Trusts
- Quality (UKAS Accreditation and working with CQC)
- System engagement and Comms

**Workforce** - Strengthen the role of the Healthcare Science workforce in relation to the LTP and PP

- Healthcare Science Strategy: Data Analytics, Research, Career and Education Reforms
- HCS Delivering the People Plan
- Clinical Leadership (KTP, WISE, BAME, Academy of HCS)
- Diagnostics workforce (Academy of HCS)

**Emerging Science** - To provide scientific skills and expertise to the development of leading-edge science & innovation in the NHS.

- Covid19 New Technology Innovation pilots
- Covid19 Testing strategy – Ensuring we are embedding across 5 pillars
- Digital Diagnostics
- Genomics of Covid19
- AMR Horizon scan

**Clinical Services** – HCS Clinical services delivered across the system including secondary, primary and tertiary care

- Antimicrobial Resistance Diagnostics and Stewardship
- Physiological Measurement
- Diagnostics Services
- Home Oxygen Services and related Covid 19 support
- Richards review implementation
- Hearing

Each fellow will work on a specific project within the current programme of work (most likely focussing on AMR diagnostics, Diagnostic workforce and service development, or HCS workforce support) with the opportunity to work with the CSO Healthcare Science Regional Clinical Leads and key stakeholders across the health and care system such as IPEM, RCPATH, HEE, Genomics England and others.

See eligibility and selection criteria overleaf.

## Eligibility criteria

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| <b>Qualifications</b>  |
| Must hold a minimum of a bachelor's degree/BSc (Hons) in healthcare science e.g., biomedical science, laboratory (life) sciences, physiological sciences, bioinformatics, physical sciences or biomedical engineering <sup>iii</sup>   |
| <b>Eligibility</b>   |
| Must demonstrate experience working in the NHS or with associated arms-length bodies (e.g., PHE, NHS BT, MRC, HEE), in a healthcare science speciality, those being Laboratory (life) sciences, physiological sciences, bioinformatics, physical sciences or biomedical engineering <sup>iii</sup> |
| Must not hold/held a formal, established senior leadership role analogous to a director of services (e.g., pathology, clinical engineering), head of department, regional or national role <sup>iii</sup>  |
| Must be able to demonstrate a significant contribution to their specialism e.g., service improvement, innovation and expansion of service <sup>iii</sup>   |
| Must be eligible to work in the UK or participate in this scheme according to visa requirements <sup>iii</sup>   |
| <b>Fitness to practice</b>   |
| Registered or applying to register, with the Health and Care Professions Council or Academy of Healthcare Science <sup>ii</sup>  |
| Up to date CPD records and portfolio   |
| <b>Language skills</b>   |
| Demonstrable skills in both written and spoken English to enable excellent and effective communication   |
| <b>Career progression</b>  |
| Applicants must: <ul style="list-style-type: none"> <li>• Be able to provide complete details of their employment history</li> <li>• Have evidence that their present level of achievement and performance is commensurate with their career stage post</li> </ul>                                 |

<sup>ii</sup> Registration must be complete by the date the fellowship commences.

<sup>iii</sup> Must be in place by the date of application submission

<sup>iii</sup> If you are uncertain whether your visa entitles you to work in the UK and participate freely in this scheme, please seek further information from the UK Visas and Immigration website at [www.ukba.homeoffice.gov.uk](http://www.ukba.homeoffice.gov.uk). FMLM and NHS England and NHS Improvement are unable to facilitate sponsorship to international candidates.

## Selection criteria

| Essential criteria  | Desirable criteria  |
|---|---|
| <b>Qualifications</b>   |   |
| See <i>Eligibility criteria</i>   | <ul style="list-style-type: none"> <li>Additional related qualifications, e.g., intercalated degree, BSc, MFDS, MJDF, BA, Masters, MBA, PhD, BMedSci or equivalent</li> </ul>   |
| <b>Academic / Professional</b>  |   |
| <ul style="list-style-type: none"> <li>Academic publications/presentations</li> </ul>   | <ul style="list-style-type: none"> <li>Academic prizes, distinctions, Honours</li> </ul>  |
| <b>Healthcare systems</b>   |   |
| <ul style="list-style-type: none"> <li>Demonstrates good knowledge of the NHS and English healthcare system</li> </ul>  | <ul style="list-style-type: none"> <li>Interest in, and evidence of contributing to the wider healthcare system</li> <li>Insight into issues facing English healthcare services</li> <li>Understanding of population health</li> </ul>                  |
| <b>Leadership and management</b>  |   |
| <ul style="list-style-type: none"> <li>Understands and applies the Academy for Healthcare Science framework / standards for good scientific practice and proficiency</li> <li>Evidence of involvement in leadership and management commensurate with experience, with reflection on personal impact</li> <li>Understanding of NHS management and resources</li> <li>Ability to work in multi-professional teams</li> <li>Ability to show leadership, make decisions, organise and motivate other team members</li> <li>Use of MSF or other workplace-based assessments.</li> <li>Demonstrates clear leadership aspirations</li> <li>Understands the importance of developing appropriate behaviours and competencies in leadership and management – may refer to other national leadership and management frameworks e.g. <a href="#">FMLM's Leadership and management standards for medical professionals</a></li> </ul> | <ul style="list-style-type: none"> <li>Evidence of achievement outside of healthcare science</li> <li>Evidence of effective leadership in and outside medicine</li> <li>Evidence of coaching or mentoring</li> </ul>                                    |
| <b>Quality/Service Improvement/Audit</b>  |   |
| <ul style="list-style-type: none"> <li>Evidence of involvement in quality improvement or completed audit cycle which 1) has impact 2) focus on patient safety and clinical improvement</li> <li>Experience of guideline or policy development</li> <li>Understanding of the basic principles of clinical risk management, evidence-based practice, patient safety, and clinical quality improvement initiatives</li> <li>Interest in/knowledge of the delivery of safe effective healthcare services</li> </ul>   | <ul style="list-style-type: none"> <li>Evidence of publications/presentations/prizes in QI</li> <li>Experience of using QI tools to deliver measurable quality improvement</li> <li>QI project exhibits innovation in challenging situations</li> </ul> |
| <b>Education and Teaching</b>   |   |
| <ul style="list-style-type: none"> <li>Evidence of interest in/experience of teaching</li> <li>Evidence of interest in/experience of coaching and mentoring</li> </ul>  | <ul style="list-style-type: none"> <li>Evidence of regular teaching or formal teaching roles</li> <li>Organisation of teaching programmes</li> </ul>  |



| <b>Skills</b>   |   |
|---|---|
| <ul style="list-style-type: none"><li>• Quick to understand new information and adapt to new environments</li><li>• Strong communication and IT skills</li><li>• Demonstrates clarity and prioritisation in written/spoken communication</li><li>• Capacity to adapt language and approach to the situation, as appropriate</li><li>• Able to build rapport, listen, persuade, negotiate</li><li>• Good problem solving and decision-making skills</li><li>• Uses logical thinking to solve problems and make decisions, indicating an analytical approach</li></ul>  | <ul style="list-style-type: none"><li>• Writing experience:<ul style="list-style-type: none"><li>○ clinical and/or non-clinical topics</li><li>○ peer reviewed publications and/or other communication medium (e.g., blog, letters etc.)</li></ul></li><li>• Experience of presenting complex information</li></ul> |
| <b>Personal</b>   |   |
| <ul style="list-style-type: none"><li>• Demonstrates insight into, and understanding of own values and behaviours</li><li>• Shows initiative, drive and enthusiasm</li><li>• Commitment to CPD</li><li>• Seeks and acts on feedback regarding own effectiveness and areas for development</li><li>• Reflects on past performance, and applies learning to current practice</li><li>• Organised and good time management skills</li><li>• Thorough i.e. well prepared, demonstrates commitment, punctual and meets deadlines</li><li>• Coping with pressure and managing uncertainty, demonstrates initiative and resilience</li><li>• Demonstrates probity in all aspects of life</li><li>• Capacity to take responsibility for own actions</li><li>• Behaviours and values should be in line with that of the <a href="#">NHS</a> in England</li></ul> | <ul style="list-style-type: none"><li>• Achievements outside of healthcare science</li></ul>  |



## Application guidance

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### Application stage

Applications must be received online by 10am on 26 April 2021. Applications received beyond this time will not be accepted.

### **Accessing the application portal**

Applications must be made online through the application portal. To apply, please visit the clinical fellow scheme [webpage](#).

You will be prompted to sign in or create an account on the FMLM website to access the portal.

- FMLM members that already have an account, you will need to log in using your usual email and password.
- Non-members will need to create a new account. Proceed to 'create new account' and complete the details. Once you have completed this step, you will have access to the application portal.

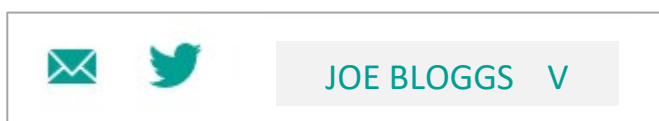
### **Completing your application**

Candidates will provide personal and professional information. Candidates should refer to the selection criteria in this document when answering all questions.

- Successful candidates should be able to express important information concisely. Your application form answers will be assessed against the selection criteria.
- All criteria will be judged appropriately against each candidate's experience. Evidence will be sought to support possession of the criteria outlined in the selection criteria through the application form, interview and references.
- Shortlisting is conducted against rigorous criteria and is undertaken anonymously.
- Please ensure that you do not unsubscribe to bulk emails. This will prevent us from sending you correspondence regarding your application.

You are able to save a draft of your application should you wish to complete it at another time. If you save a draft application, please ensure that you return to your application to complete and submit this before the deadline. FMLM will not accept draft applications.

You can access your saved draft or submitted applications under 'My applications' through your profile on the FMLM website at the top of the page.



#### Data protection

- The data we collect is held by the Chief Scientific Officer's Clinical Fellow Scheme, a joint partnership between the Faculty of Medical Leadership and Management (FMLM) and NHS England and NHS Improvement.
- The information you supply, including, where relevant, sensitive personal data relating to you will only be shared to other individuals and organisations for the purposes of running and administering the scheme.

#### Interview stage

Interviews will be held virtually on 13-14 May 2021. Candidates are able to book interview slots on the allocated day and times in the morning and afternoon will be made available. Interviews will be held virtually for maximum accessibility.

The interview process will last for approximately 45 minutes and is comprised of a scenario task and a question and answer-based panel interview. The scenario task will be released to candidates in advance of the interview.

If shortlisted for interview, you will be sent a link to the interview platform to book your interview slot and will need to submit the following information

1. Submit **photo ID** including a passport or driving licence to confirm your identity
2. Complete a **tech test** to ensure that your camera and microphone work

Non-UK/EU applicants will be contacted separately with regards to confirming their **Visa or permit to work**.

FMLM aims to notify candidates of the outcome of interview within one week.

- Successful candidates will be sent guidance on next steps and will need to submit references within two weeks of accepting the post from their current/most recent employer. Appointment is subject to satisfactory reference submissions.
- Unsuccessful candidates will be sent feedback on their interview within two weeks.

## Appointment conditions

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### Salary and contractual arrangements

- The salary for this role is NHS Agenda for Change 8A or equivalent salary range for those paid outside of the Agenda for Change model.
- Travel costs will be covered for those living outside of London for travel to the office for meetings and events as required and agreed by the Office of the CSO.
- Travel costs and expenses will be agreed upon appointment in line with local policy.
- Relocation fees are not covered.
- Successful candidates will be seconded to the scheme from their employing organisation for the duration of the fellowship.

Contract arrangements are negotiable between successful candidates, employing organisations and host organisations. FMLM and NHS England and NHS Improvement are not responsible for contract or salary arrangements.

### Seeking support from your employer

FMLM have provided a short overview document that candidates may find useful when discussing their interest in applying to the scheme with employers. This might be particularly useful if seeking support for a secondment arrangement. The overview highlights the benefits of the scheme for scientists and employers. Candidates can access the supporting document [here](#).

## Recruitment timeline

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The recruitment timeline for the inaugural 2021/22 scheme is as follows:

| Stage  | Dates*          |
|--|-----------------|
| Applications open                            | 16 March        |
| 'Inside the scheme' Webinar                  | 30 March, 6-7pm |
| Closing date for applications                | 26 April, 10am  |
| Candidates notified of shortlisting outcomes | w/c 3 May       |
| Interviews (virtual)                         | 13-14 May       |
| Candidates notified of interview outcomes    | 18 May          |
| Fellowship commences                         | 1 September     |
| Education programme commences                | 1 September     |

*\*Dates may be subject to change*

### 'Inside the scheme' webinar







Join an interactive webinar with the Deputy Chief Scientific Officer for England, Angela Douglas MBE, to hear more about what this new and innovative fellowship scheme offers healthcare scientists.

The webinar is available to view or listen on all mobile devices. Register to attend the webinar [here](#).

## Contact us

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For further information or questions, please contact:

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|---|--|
|  | <a href="mailto:clinicalfellowscheme@fmlm.ac.uk">clinicalfellowscheme@fmlm.ac.uk</a> |
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