

LOCAL SECURITY MANAGEMENT SPECIALIST (LSMS)

MAIN PURPOSE OF ROLE

In December 2003, the Secretary of State for Health launched a new strategy for security management work in the NHS, developed by the NHS Security Management Service (NHS SMS). A key part of this strategy is the introduction of the LSMS in each NHS health body – to provide professional skills and expertise to tackle security management issues across a range of proactive and reactive action. The LSMS will ensure high quality local delivery of this work, within a national legal framework for tackling violence and security management work, and according to training, standards, advice and guidance provided by the NHS SMS.

The overall objective of the LSMS will be to work on behalf of NHS health bodies to deliver an environment that is safe and secure so that the highest standards of clinical care can be made available to patients.

This objective will be achieved by working in close partnership with stakeholders within the NHS (in the LSMS's own organisation and in other NHS organisations), the NHS SMS and external organisations such as the police, professional representative bodies and trade unions. The LSMS will aim to provide a comprehensive, inclusive and professional security management service for their health body and work towards the creation of a pro-security culture within the NHS.

SUMMARY OF OBJECTIVES

- To undertake the duties of an LSMS in accordance with Secretary of State Directions to health bodies on measures to tackle violence and general security management measures, and any subsequent advice or guidance issued by the NHS SMS.



- To undergo and successfully complete propriety checking and the professional and accredited training in security management provided by the NHS SMS, and to co-operate with any further training provided by the NHS SMS and with the NHS SMS programme of quality assurance.
- To ensure that all NHS security management work is carried out within a professional and ethical framework developed and provided by the NHS SMS.
- To ensure that an inclusive approach to security management work is taken, involving both internal and external NHS stakeholders where appropriate and necessary.
- To report to the health body's Security Management Director on security management work locally.
- To ensure strong links are built with the NHS SMS – in particular, with the Area Security Management Specialists (ASMSs).
- To lead on day-to-day work in their health body to tackle violence against staff and professionals in accordance with the NHS SMS national framework and guidance.
- **To ensure, within the PCT and, where applicable, within those organisations contracted to provide services for the PCT, that:**
 - they attend the health body's risk management, health and safety and audit committee meetings and ensure appropriate links are made with the health body's risk assessment process, including the health body's health and safety representatives, so that security-related issues are an integral part of that process
 - appropriate steps are taken to create a pro-security culture within the health body and amongst contractors so that staff and patients accept responsibility for this issue and ensure that any security incidents or breaches that occur are detected and reported
 - they participate in the health body's induction programme for new staff and develop and deliver security awareness sessions for stakeholders
 - appropriate security incidents and breaches are publicised in accordance with guidelines issued by the NHS SMS so that a deterrent effect is created



- lessons learnt from security incidents and breaches can be fed into risk analysis, both locally and nationally, so that appropriate preventative measures can be developed
- security incidents are reported using the NHS SMS reporting system, ensuring that investigations take place where appropriate, risks are assessed and preventative measures are developed (this will include participation in local and national risk identification projects)
- security incidents and breaches are investigated in a fair, objective and professional manner so that the appropriate sanctions are applied and measures put in place to prevent recurrence
- consideration is given to cases not progressed by the police or CPS and, where appropriate, work is undertaken with the NHS SMS Legal Protection Unit and the health body, and redress is sought where appropriate.

PERSON SPECIFICATION

Local Security Management Specialists should have:

- experience of work within the security or risk management field
- experience of working within the NHS and a good understanding of its processes and systems
- good knowledge of the interrelationships between different services provided by the NHS
- a clear understanding of the importance of creating a safe and secure environment within the NHS for patients and staff
- good IT skills
- good drafting, interpersonal and oral communication skills, with the ability to communicate effectively at all levels of the organisation
- experience or knowledge of working with audit and risk management committees.

