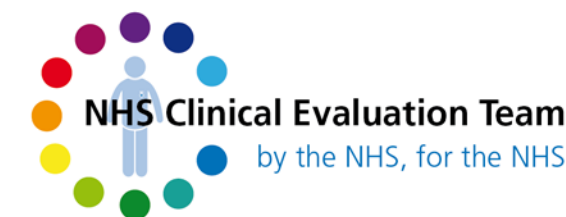


NHS Clinical Evaluation Team Charter



*'Quality, safety and value are at the heart of our work and it's important that we use our clinical experience to deliver high standards of care while **reducing cost and waste** in the NHS. The financial strain on the NHS is considerable, and I am confident that the NHS Clinical Evaluation Team is uniquely placed to address this by effectively evaluating product ranges. I believe the team's work will have a huge impact'.*

Mandie Sunderland

Purpose

A national team to support the delivery of quality clinical products to frontline staff:

- To work for the NHS to independently define criteria and evaluate everyday healthcare consumables, identifying product ranges important to delivering high quality patient care, particularly where use is high and where there is a wide range of products available.
- Credibility through a transparent, evidence based clinical criteria and evaluations with an emphasis on quality, provided through an independent process undertaken for the NHS, by the NHS.
- A consensus on quality and safety focusing on NHS requirements, engaging widely and collaboratively with all stakeholders.

The Nursing Midwifery Council code states:

6.1 'Nurses and midwives must make sure that any information or advice given is evidence based, including information relating to using any healthcare products or services'.

The Health and Care Professions Council (HCPC) standard of conduct and proficiency states:

6.1 You must take all reasonable steps to reduce the risk of harm to service users, carers and colleagues as far as possible.

Outcomes and objectives:

- To support efforts to deliver to the NHS high quality everyday healthcare products that meets NHS defined requirements, clinical confidence, sourced on a national scale securing best value for the NHS, improving patient experience and confidence through a transparent process, enhancing continuity of care, removing unnecessary variation with NHS volume compressing market prices.
- To make it as easy as possible for frontline NHS staff to pick the right product for safe, effective patient care every time they need to.
- To work together to ensure that all NHS clinical staff have the voice in determining product choice, maximising and optimising opportunities to make savings for the NHS in places other than the frontline.

Outputs:

- To report project outputs and findings through the publication of clinical review report, including a full product assessment results matrix, validated by the team members (and, where appropriate, Critical Friends and legal) and approved by the Clinical Reference Board.
- To make all output and reports freely available – local, regional, national.
- To define a process, clinical pathway, toolkit with appropriate stakeholder engagement and governance.
- To define and deliver a product work plan, with clear timelines, identifying product ranges.
- To apply our critical path and toolkit, in the first six months, to NHS Supply Chain products.

Background and context:

Lord Carter's report on unwarranted variations makes reference to a single NHS catalogue, which provides a high quality, national catalogue of goods where **Trusts can have confidence** both in the range, quality and price at which they are procuring.

National category strategies are being developed that involve range rationalisation and price re-competition in a number of key product areas. This will require independent, clinically driven, product testing and evaluation capability to be established. This will ensure the NHS can confidently adopt the outcomes of these processes and switch products where appropriate, unless a clinically agreed exception exists.

Team members, roles and responsibilities

Sponsor: Mandie Sunderland – Chair of the Clinical Reference Board

Clinical Programme Lead – Dr Naomi Chapman

- To lead the clinical specialist team, supporting the team to manage the specific clinical specification and evaluation projects and work plan, taking into account existing national guidelines (e.g. NICE) and best practice, involving the product users (including patients) at every stage.
- To advocate clinical involvement, developing 'Critical Friend' stakeholder network and linking with professional organisations, as appropriate, RCN and the 'Small Changes, Big Differences'
- To be the team's representative on the Clinical Reference Board, to co-ordinate and present for discussion recommendations by the NHS Clinical Evaluation Team for approval.
- To act as an ambassador for the programme, giving talks and presentations, responding to requests for information, managing the communications delivered by the team.

Clinical Specialist Leads – Simon Hall, Liam Horkan, Sian Fumarola, Stephanie McCarthy, David Newton, Clare Johnstone, Jillian Best, Marc Naughton

- To manage (and act as the main point of contact) specific clinical product specification and evaluation projects, taking into account existing national guidelines (e.g. NICE) and best practice, involving clinicians and patients and to deliver their work plan on time.
- To utilise established communities of practice/professional organisations and other networks to understand NHS requirements, support product specification and evaluations.
- To review relevant product information and effectiveness data as required, undertake appropriate clinical evaluations and provide written reports including data analysis within required timescales.
- To remain independent of commercial interest with reference to the NMC Code of Practice.

DH Programme Lead – Liz Wright

- To act as the DH programme lead interfacing with the DH Future Operating Model (FOM) team to ensure the team's independence and adherence to ongoing strategies.
- To establish DH governance and approval, ensuring robust and transparent procedures for the programme are developed and adhered to.
- To work with the team and NHS Business Services Authority (NHSBSA) to develop a communications strategy, including a brand identity which builds confidence in the programme.
- To embed the team's role and process into current activity and to future proof, ensuring the programme evolves in line with business strategies and in preparation of transition to FOM.

DH Operational Delivery Lead / Procurement Specialist – Sally Fenwick

- To act as lead on engagement with the NHSBSA, managing expectations and procurement deliverables
- To work with the NHSBSA and NHS procurement provider for action.
- To define and develop programme structures, templates, process, critical path, risk register, SOPs and audit trail, ensuring rigorous, disciplined, consistent methodologies.
- To work with team to develop work plan, with timings and commercials and programme structures.
- To develop programme plan with RACI and timelines.
- To embed the team's role and process into current activity and to future proof, ensuring the programme evolves in line with business strategies and in preparation of transition to FOM.

NHSBSA Stakeholder Lead – Ros Burkinshaw

- To ensure alignment with Customer Board strategies and ways of working, including all central messaging.
- To facilitate NHS Clinical Evaluation Team and Clinical Reference Board activity.
- To be central point of contact for communications, events matrix and expressions of interest.