

## Executive Reviewers - Well Led Reviews

Updated June 2018

### Person specification

- Currently working as a member of a trust board at a trust rated as good or outstanding for well led.
- Applicants will hold a position of Chair, Chief Executive or other Trust Board Non-Executive / Executive Director post with voting rights at the board.

### Role expectations

- Undertake any identified trust specific preparation e.g. review of trust web site, contribute to briefing call.
- Review the drafted interview schedule for inspection to optimise appropriate utilisation of Executive Reviewers (ER) and Specialist Advisors (SpAs) expertise.
- Evaluate individual and team leadership capability by influencing and undertaking interviews, specifically leading the interview of board and executive members.
- Assess the strength of clinical, business and organisational development strategies by reviewing documentation, context and action plans.
- Assess organisational process and response for mitigating corporate risk and providing assurance of delivery standards.
- Provide challenge to any perceived bias within the inspection team, to ensure fair identification and triangulation of information.
- Influence the corroboration of information throughout the review, with the aim of promoting consideration of all Key Lines of Enquiry (KLOEs) and the development of a common understanding regarding potential ratings.
- Endorse the key messages to be fed back to the trust prior to departure.
- Liaise with the Head of Inspection to review and endorse the drafted report, including rational and proposed ratings to be presented to a Ratings Review Meeting.
- Offer verbal feedback to the Head of Inspection / Deputy Chief Inspector either on site or after the Review, on any aspect of the review that was particularly positive or could have been strengthened.
- Provide electronic feedback on your experience in undertaking a Well Led Review, for aggregation and identification of emerging themes to support ongoing improvement.
- Potentially be a reference point and source of expert advice for Deputy Chief Inspectors.

### Expected time commitment

- Engagement with induction opportunities – 2 hours
- Trust specific preparation – web site and briefing call – 2 hours
- On-site inspection time - 2 to 3 days per inspection
- Post inspection input into reviewing report/ratings review – 2 hours
- Commitment to completing 2 well led inspections per calendar year

## Values & Behaviours

### Excellence - In my work for CQC:

- I set high standards for myself and others, and take accountability for results
- I am ambitious to improve and innovate
- I encourage improvement through continuous learning,
- I make best use of people's time, and recognise the valuable contribution of others

### Caring - In my work for CQC:

- I am committed to making a positive difference to people's lives
- I treat everyone with dignity and respect
- I am thoughtful and listen to others
- I actively support the well-being of others

### Integrity - In my work for CQC:

- I will do the right thing
- I ensure my actions reflect my words
- I am fair and open to challenge and have the courage to challenge others
- I positively contribute to building trust with the public, colleagues and partners

### Teamwork - In my work for CQC:

- I provide high support and high challenge for my colleagues
- I understand the impact my work has on others and how their work affects me
- I recognise that we can't do this alone
- I am adaptable to the changing needs of others