



**National Treatment Agency
for Substance Misuse**

JOB DESCRIPTION

JOB TITLE:	<i>Clinical team GP</i>
RESPONSIBLE TO:	<i>Clinical team leader</i>
RESPONSIBLE FOR:	<i>No staff responsibility</i>
OTHER CONTACTS:	<i>NTA Quality directorate, NTA regional teams and expert groups, Substance misuse management in general practice, Royal College of General Practitioners, Healthcare Commission, Department of Health, Department of Health drug policy team, Senior management team,</i>
SALARY	<i>Match current salary</i>
COMMITMENT	<i>2 days a week, 2 years secondment</i>

ROLE OF THE NATIONAL TREATMENT AGENCY

The National Treatment Agency (NTA) was created by the Government on 1st April 2001 with a remit to increase the capacity, quality and effectiveness of drug treatment in England. The NTA is a special health authority directly accountable to the Secretary of State for Health (on behalf of the government) for the delivery of its work programme and the effective use of its resources.

PURPOSE OF THE ROLE

The NTA clinical team was set up in October 2003 with the brief to improve the clinical practice of those working with substance misusers

KEY ACCOUNTABILITIES:

- In partnership, develop policy advice and guidance both for the NTA and for the professions
- To develop a consensus with the other members of the NTA clinical team for policy which has multi-disciplinary implications
- To ensure that policy is developed in consultation with the senior management of the NTA and other necessary bodies

- To represent the NTA at relevant forums and events and for development and dissemination of policy

MAIN RESPONSIBILITIES / DUTIES

- Partnership working in order to achieve consensus on clinical issues, to provide clear and concise guidance and to support and promote good clinical practice.
- To undertake development work, provide clinical policy advice and support internally and to other contact groups.
- To develop high quality links with other professional umbrella bodies.
- To develop links between the NTA and primary healthcare.
- To contribute to the policy advice and guidance and all other areas in the development of clinical work.
- To ensure the improvement of clinical practice and act as a resource to the regional teams on clinical issues including regional treatment planning review and other contacts.
- To contribute to the enhancement of the National clinical workforce, building regional systems of specialist support including supervision and mentoring.
- To contribute to ongoing work establishing a drug treatment workforce strategy for doctors in England and to progress the NTA workforce strategy with the NTA Workforce manager.
- To contribute to developmental work of the NTA research strategy where needed.
- To demonstrate commitment and adherence to the NTA's procedures and policies in the areas of risk management, confidentiality, equality and diversity and ensuring that they are fully implemented at all times and integrated into all activity and promoted within your area of work.
- To take responsibility for your own personal development, updating knowledge of relevant changes in legislation, best practice and other developments across areas in your role which affect the NTA.
- To lead by example in personal commitment and contribution to effective teamwork across the full range of NTA activities including the maintenance of effective liaison with internal and external key people and organisations.
- To perform duties at all times with due adherence to all organisational policies and procedures.
- To undertake other duties and responsibilities commensurate with the post and as may reasonably be required from time to time by your line manager or the Chief Executive Officer.

LEGISLATIVE REQUIREMENTS

- To ensure that you and where applicable your staff conduct themselves in accordance to their responsibilities under the Health & Safety at Work Act 1974.
- The post holder will, at all times, perform the duties with due adherence to all organisational policies and procedures.
- The job descriptions of all employees are not exhaustive and may be amended from time to time – this will be subject to review by the organisation in order to meet the needs of the service and also following discussions with the post holder.

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PERSON SPECIFICATION

Clinical team GP

Key selection criteria

<u>Essential</u>	<u>Desirable</u>
Significant experience of working with substance misusers	Experience in the development of policy and clinical protocols
Good understanding of the evidence base for drug treatment	Experience of working in partnership to develop practice
Understanding of current guidance and frameworks for the commissioning and delivery of drug treatment.	
Ability to have national overview and work at a strategic level	
Excellent writing skills	
Fluent public speaker	
Ability to facilitate others and be a good team player	
Ability to work in a team	