Torbay and South Devon NHS
NHS Foundation Trust

National Clinical Impact Awards (MD19)

If you require a copy of this policy in an alternative format (for example large print, easy read) or would like any assistance in relation to the content of this policy, please contact the Diversity & Inclusion Officer on 01803 656705.

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Date of Issue:	June 2022	**Next Review Date:**	June 2024
Version:	1	**Last Review Date:**	May 2022
Author:	Medical Workforce		
ISU:	People Directorate		
Approval Route			
Approved By:		**Date Approved:**	
JLNC		30 May 22	
Medical Workforce			
Links or overlaps with other policies:			
Clinical Excellence Awards – Local Procedure		MD18	

Amendment History

Issue	Date	Reason for Change	Authorised
National CEA Process Policy			
		New policy template and locate	JLNC
	Aug 19	General Review – new para 5.2 and 5.3 based on ACCEA 2019 Employer guidance	Medical Workforce
	Jan 21	**General Review – no change awaiting national review of CEA**	Medical Workforce
1	June 2022	New National Clinical Impact Awards new policy replacing previous National CEA Process policy	JLNC

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Rapid (E)quality Impact Assessment (EqIA) *(for use when writing policies)*

Policy Title (and number)	National CIA Policy	**Version and Date**	*V1 June 2022*
Policy Author	Medical Workforce		

An (e)quality impact assessment is a process designed to ensure that policies do not discriminate or disadvantage people whilst advancing equality. Consider the nature and extent of the impact, not the number of people affected.

Who may be affected by this document?

Patients/ Service Users ☐	Staff ☒	Other, please state… ☐

Could the policy treat people from protected groups less favorably than the general population?
PLEASE NOTE: Any 'Yes' answers may trigger a full EIA and must be referred to the equality leads below

Age	Yes ☐ No☒	Gender Reassignment	Yes ☐ No☒	Sexual Orientation	Yes ☐ No☒
Race	Yes ☐ No☒	Disability	Yes ☐ No☒	Religion/Belief (non)	Yes ☐ No☒
Gender	Yes ☐ No☒	Pregnancy/Maternity	Yes ☐ No☒	Marriage/ Civil Partnership	Yes ☐ No☒

Is it likely that the policy could affect particular 'Inclusion Health' groups less favorably than the general population? (substance misuse; teenage mums; carers[1]; travellers[2]; homeless[3]; convictions; social isolation[4]; refugees)	Yes ☐ No☒

Please provide details for each protected group where you have indicated 'Yes'.

VISION AND VALUES: Policies must aim to remove unintentional barriers and promote inclusion

Is inclusive language[5] used throughout?	Yes ☐ No☐ NA ☒
Are the services outlined in the policy fully accessible[6]?	Yes ☐ No☐ NA ☒
Does the policy encourage individualised and person-centered care?	Yes ☐ No☐ NA ☒
Could there be an adverse impact on an individual's independence or autonomy[7]?	Yes ☐ No☐ NA ☒

EXTERNAL FACTORS

Is the policy a result of national legislation which cannot be modified in any way?	Yes ☐ No☒

What is the reason for writing this policy? (Is it a result in a change of legislation/ national research?)

Outlines the local process to support Consultants who apply for National Awards. It is based on criteria laid down by the Department of Health Advisory Committee on Clinical Excellence Awards (ACCEA).

Who was consulted when drafting this policy?

Patients/ Service Users ☐	Trade Unions ☐	Protected Groups (including Trust Equality Groups) ☐
Staff ☐	General Public ☐	Other, please state… ☐

What were the recommendations/suggestions?

Does this document require a service redesign or substantial amendments to an existing process? ***PLEASE NOTE: 'Yes' may trigger a full EIA, please refer to the equality leads below***	Yes ☐ No☒

ACTION PLAN: Please list all actions identified to address any impacts

Action	Person responsible	Completion date

AUTHORISATION:
By signing below, I confirm that the named person responsible above is aware of the actions assigned to them

Name of person completing the form	Medical HR Manager		

Please contact the Equalities team for guidance: For Torbay and South Devon NHS Trusts, please call 01803 656676 or email pfd.sdhct@nhs.net **This form should be published with the policy and a signed copy sent to your relevant organisation.**

[1] Consider any additional needs of carers/ parents/ advocates etc, in addition to the service user
[2] Travelers may not be registered with a GP - consider how they may access/ be aware of services available to them
[3] Consider any provisions for those with no fixed abode, particularly relating to impact on discharge
[4] Consider how someone will be aware of (or access) a service if socially or geographically isolated
[5] Language must be relevant and appropriate, for example referring to partners, not husbands or wives
[6] Consider both physical access to services and how information/ communication in available in an accessible format
[7] Example: a telephone-based service may discriminate against people who are d/Deaf. Whilst someone may be able to act on their behalf, this does not promote independence or autonomy

Torbay and South Devon NHS
NHS Foundation Trust

Contents

1 Policy Statement 5

2 Scope 5

3 National Application Process 5

3.1 Award Level 5
3.2 5 domains 5
3.3 Eligibility Criteria 6
3.4 Application Process 6
3.5 Transitional Arrangements for Consultants with Existing National CEAs 6

4 Supporting Applications 7

5 Training and Awareness 7

6 References 7

7 Contact Details 7

8 Monitoring, Audit and Review Procedures 8

Torbay and South Devon NHS
NHS Foundation Trust

1 Policy Statement

1.1 The Clinical Impact awards are designed to recognise and retain dedicated clinicians who lead the way in the provision and improvement of patient care, demonstrating national impact by going above and beyond their demanding roles. They are run by the Advisory Committee on Clinical Impact Awards (ACCIA).

1.2 This document sets out both the process to support Consultants who apply for National Clinical Impact Awards. It is based on criteria laid down by the ACCIA.

1.2 The Trust has an agreed Procedure for awarding Local Clinical Excellence Awards which is negotiated through the Medical and Dental JLNC – Policy MD 18

2 Scope

2.1 This policy applies to Medical & Dental Consultants employed by Torbay & South Devon NHS Foundation Trust, together with those on a joint contract with the organisation and another employer who meet the national eligibility criteria.

Equality and Diversity Statement

3.1 The Trust is committed to preventing discrimination, valuing diversity and achieving equality of opportunity. No person (staff, patient or public) will receive less favourable treatment on the grounds of the nine protected characteristics (as governed by the Equality Act 2010): sexual orientation; gender; age; gender re-assignment; pregnancy and maternity; disability; religion or belief; race; marriage and civil partnership. In addition to these nine, the Trust will not discriminate on the grounds of domestic circumstances, social-economic status, political affiliation or trade union membership.

3.2 The Trust is committed to ensuring all services, policies, projects and strategies undergo equality analysis.

3 National Application Process

3.1 Award Level

- National level 1 (N1) Lowest
- National Level 2 (N2)
- National Level 3 (N3) Highest

3.2 5 domains

The scheme rewards consultants who deliver national impact above the expectations of their job role or other paid work. Applicants need to give evidence of impact across the following 5 domains:

1. Service delivery and development
2. Leadership

3. Education, training and people development
4. Innovation and research
5. Additional national impact

3.3 Eligibility Criteria

The awards are for NHS consultants and academic GPs based in England who are registered on either the:

- General Dental Council (GDC) specialist list
- General Medical Council (GMC) specialist list
- GP register

You will qualify if you are a permanent NHS consultant or on an honorary contract who is fully registered with a licence to practise, and fulfil the relevant following criteria:

- an academic GP in a permanent clinical academic role in higher education at senior lecturer level or above
- employed by the NHS, DHSC or its arm's length bodies, a university, medical or dental school, local authority or a Welsh government-associated organisation
- in role for at least one year, on 1 April in the award year
- in England – on an NHS consultant contract expressed in programmed activities (PAs), or an academic contract expressed in an equivalent pay scale
- in Wales – on an NHS consultant contract expressed in sessions
- working a minimum of 3 contractual PAs – if you work less than full-time

3.4 Application Process

All applications are completed online at the new ACCIA application portal.

ACCIA Awards (national-clinical-impact.nhs.uk)

- you only need to submit one online application for scoring
- you can only have one ranking and citation from one relevant national nominating organisation (NNO)
- all applications are scored against the same criteria

Guidance for applicants is available at:
Applicants' quick guide: 2022 awards round - GOV.UK (www.gov.uk)

3.5 Transitional Arrangements for Consultants with Existing National CEAs

If a consultant already holds a national Clinical Excellence Award, transitional arrangements apply between the old and new schemes. Details of pay protection

arrangements for existing national CEA holders applying for and successfully gaining their first NCIA can be found in Schedule 30 of the Consultant terms and conditions of service:

schedule 30 arrangements

4 Supporting Applications

5.1 When an applicant begins their application, they must identify their NHS employer in order to inform ACCIA of the chief executive (or nominated deputy, for TSDFT this is the Medical Director) that will be providing the essential sign-off of their application.

5.2 The Trust will then receive notification from ACCIA requesting we complete the online form confirming whether we are supporting an application. The Trust will be required to complete a citation to confirm that the applicant's job plan has been agreed, and that they are meeting their contractual obligations as defined in that job plan.

5.3 Trust sign-off is required to validate the evidence presented in the 5 domains and confirm to ACCIA that all the information included is accurate. Without sign-off, applicants are unable to submit their application.

5.4 Once Trust sign-off has been completed, the form will return to the applicant. Only they can submit their application to be assessed. ACCIA will inform the applicant that the Trust have reviewed their application and that they are now required to submit.

5 Training and Awareness

7.1 Advice and support will be provided by the Medical Workforce team to support staff and managers in adhering to this process and their understanding of dealing with National CIAs.

7.2 The Medical workforce team will raise awareness of this process through the publication of information on ICON.

6 References

8.1 AACIA Employers and Applicants Guidance to 2022 CIA round.

7 Contact Details

9.1 Any queries regarding this policy should be directed to the Medical Workforce team of the People Directorate.

- sdhct.medicalhr@nhs.net

8 Monitoring, Audit and Review Procedures

10.1 This process will be monitored and audited on a regular basis and when national changes determine otherwise.