NED National Endoscopy Database

NED service champion role description

Purpose of this document
The purpose of this document is to provide an outline of the NED (National Endoscopy Database) service champion and the aims of this role.

About the NED programme
NED is populated by data extracted automatically from the endoscopy reporting system (ERS) at endoscopy services in the UK. NED makes data available in user friendly outputs for clinicians, services and for research purposes. The aim of NED is to support and enable improved quality assurance in endoscopy, to enhance JETS (JAG Endoscopy Training System), removing the need for double data-entry for trainees and to offer potential for research by providing a central store of key endoscopy data.

Purpose of the role
The post holder will act as a point of contact for NED queries from endoscopists at their endoscopy unit. Responsibilities include:

- Assisting their endoscopy unit with any transition to the latest iteration of NED
- Ensuring their endoscopy unit meets ongoing data validation requirements
- Promoting the use of NED within their endoscopy unit to monitor individual performance
- Promoting the use of NED within their endoscopy unit to monitor service performance
- Encouraging use of service level data to identify underperformance and improve key performance indicators
- Providing feedback to the NED office team about any issues encountered with NED
- Act as point of contact between ERS supplier and service regarding NED procedures

The role is an honorary role and the postholder will not receive any financial reimbursement for acting as a NED champion.

The post holder should direct any queries beyond their knowledge and/or experience to the NED office team via email to askjag@rcp.ac.uk

Personal description
Essential

- Registered medical healthcare professional
- Understanding of JAG programme and NED, and their policies and standards
- Leadership, team-working skills and ability to build strong relationships
- Proven track record of delivering work to agreed timeframes and quality
- Good communication skills
- Have experience of handing sensitive or confidential information
- Understanding of data quality
- Understanding of the importance of data for individual and service improvement
- Understanding of how an endoscopy unit or service operates.

Desirable

JAG Joint Advisory Group on GI Endoscopy

Royal College of Physicians

- Support from your organisation to do this role
- Knowledge of the JAG accreditation programme
- Familiar with NED key performance indicators (KPIs)

Recruitment process

Any individual who is interested in becoming a NED service champion should speak to their endoscopy manager, endoscopy lead or unit manager.

Unit managers should also approach any member of staff they think would be suitable for the role and has capacity within their work schedule.

Maintenance and review of NED service champions

At least once a year a review of the NED service champions will take place by the NED office team. The purpose of this review is to ensure all service champions are actively engaging in their role.

The review will consist of:
- Contacting all services with a champion for feedback on their input over the year
- Reviewing communication between the NED office team and the champions
- Contacting all champions to ensure that they are still able and wish to carry on in the role.

If you are interested in this opportunity, please email askjag@rcp.ac.uk by Friday 31 July.