



DEPUTY CLINICAL LEAD FOR E-PAIN: ROLES & RESPONSIBILITIES 2020

Brief summary of e-PAIN to date:

- 1 This multidisciplinary e-learning programme in pain responds to the need for improved knowledge, skills and attitudes of all staff in the NHS who deal with patients who have acute or chronic pain. The development of this programme is a joint initiative undertaken by the Faculty of Pain Medicine of the Royal College of Anaesthetists (FPM), the British Pain Society (BPS) and e-Learning for Healthcare (e-LfH). You can find more details on this here: <http://www.e-pain.org.uk>
- 2 e-PAIN is administered via the e-PAIN Executive made up of the Clinical Leads (two co-Leads and the incoming new Deputy Lead) and representatives from the FPM team and e-LfH. The project is managed and maintained by an eLfH Project Manager with the support of Instructional Designers; the team at e-LfH are responsible for designing and developing the sessions. The programme is systematically being moved over to the 'Adapt' format so it is easy to use from any device.

Two clinical leads, Dr Doug Natusch and Dr Rhian Lewis, have had overall editorial responsibility for the sessions. Module editors are appointed to review and edit the session content produced by a large group of authors.
- 3 The aim of this role is to become the new Deputy Clinical Lead from the October 2020 meeting of the e-PAIN Executive with aim of the person then progressing to Clinical Lead in April 2021 and then taking part in the recruitment of their own Deputy.
- 4 This role is detailed in the *Roles and Responsibilities* section below. The role is appointed for 6 months probation in the first instance, leading to a 3 year term, which can be extended by a further 3 years, subject to review.
- 5 The role is unpaid and voluntary and it is recommended that you request SPA time.

Roles and Responsibilities:

- 1 **Liaison and promotion**
 - 1.1 Liaison with the current e-PAIN Clinical Leads in order to become acquainted with all aspects of the project.
 - 1.2 Maintaining regular email and phone liaison with Jonathan Guy, eLfH Project Manager, on all developmental issues including the sign off of new sessions and the planning of future content reviews.

- 1.3 Maintaining regular email and phone liaison with Laura Owen, FPM Education Coordinator, on all matters relating to communications and publicising the project, as well FPM and BPS liaison.
- 1.4 Writing articles on progress and completed modules and promoting e-PAIN as needed.

2 Meetings and email traffic

- 2.1 There will be the need for e-PAIN video/teleconference meetings to discuss aspects of the project. Ownership of actions where appropriate from these meetings.
- 2.2 There is a bi-annual in-person strategic meeting of leads from the e-PAIN, e-ICM and e-LA eLFH programmes in London at which the Deputy may be asked to attend in place of the Clinical Leads.
- 2.3 Responding effectively and promptly to e-PAIN email traffic regarding decisions relating to the project.

3 e-PAIN content and review

- 3.1 With the Leads, manage all clinical questions that arise from authors and the Instructional Designers.
- 3.2 Review completed sessions before they go live.
- 3.3 With the Leads, managing the expansion of e-PAIN (subject to funding approval), including appointing module editors and authors to new sessions.
- 3.4 To institute a process for rolling review of older content to highlight and update any small changes needing to be made based on feedback from users and peer review and to identify the order to update sessions based on changes in clinical practice or pain science.