

## NHS Innovation Accelerator Code of Conduct

### About the NHS Innovation Accelerator

The NHS Innovation Accelerator (NIA) is an NHS England and NHS Improvement initiative delivered in partnership with the Academic Health Science Networks, hosted at UCLPartners. To date it has supported 62 Fellows representing 64 evidence-based innovations to increase their uptake across the NHS.

The NIA offers bespoke support to both the personal development of the NIA Fellows and to their innovations; it also offers branding and promotional opportunities to the NIA alumni. The majority of this support is provided on a voluntary basis. The range and variety of the support on offer is dependent on being able to demonstrate both progress but also to maintain positive and constructive working relationships.

Additionally, each NIA Fellow carries the NIA brand and reputation on behalf of the other Fellows and alumni who are also part of the NIA. Therefore, any reputational risk threatens not only the individual themselves but also other NIA Fellows, partners and collaborators.

### Purpose

This Code of Conduct sets out principles for how Fellows are expected to behave as part of their Fellowship with the NHS Innovation Accelerator.

Concerns that arise where it is felt an individual has not acted in accordance with the Code of Conduct will be referred to the NIA Programme Board for a decision. Ultimately it might be decided that an individual is removed from the NIA.

### Scope

This Code of Conduct relates to NHS Innovation Accelerator Fellows (whether in their first, second or third year). It also applies to the NIA Alumni who are still able to utilise the NIA logo and who are featured on the NIA website.

### NIA Fellow responsibilities

Throughout their Fellowship each NIA Fellow commits to act in an open and collaborative manner, reflecting the NIA values of partnership and effective communications.

NIA Fellows are expected at all times to:

- Act in good faith, with honesty and integrity
- Act in accordance with the seven principles of public life (set out in appendix 1)
- Consider their audience at all times and how best to influence positively to achieve a desired outcome
- Treat others equally, with dignity, fairness and respect both in conversation and all communications (including via social media)
- Take personal responsibility for adhering to this Code of Conduct

NIA Fellows must not bring the NIA into disrepute by acting in a manner that could threaten the integrity of the NIA. This includes Fellows refraining from any illegal, dishonest or unethical conduct at all times, not just when they are operating as an NIA Fellow.

### **Support available to NIA Fellows**

Where Fellows are experiencing issues or concerns when engaging individuals or organisations in efforts to scale their innovation, the NIA core team is available to act as a sounding board, provide feedback, and to help Fellows constructively manage any frustrations. The team can assist with messaging and communications content to ensure each Fellow can effectively engage and influence change. In addition, Fellows can use their NIA bursary to access relevant personal development opportunities.

### **Process where concerns are raised**

Concerns as to the conduct of an NIA Fellow can be raised from any source, including:

- An NIA Fellow, mentor, patient representative or core team member
- An employee of one of the NIA partner organisations
- An employee of a health or social care organisation
- A member of the public

Any concerns raised will be reviewed initially by the NIA Director or NIA Deputy Director. The response will be proportionate to the concern raised and may include assigning a member of the NIA Core Team to review of any written communications and to undertake interviews with all affected parties. Concerns raised will be considered with regards to how a Fellow's conduct has been received in addition to its original intention. For steps 2 – 3 a confidential report will be produced on the review findings and kept on file.

On receipt of the investigation, the NIA Director or Deputy Director will observe the following steps. For steps 2 and 3 a confidential report will be produced on the findings to inform decision making:

1. Where a minor breach or concern is highlighted, this will be discussed directly and in confidence, with the NIA Fellow by the NIA Director or Deputy Director. If an immediate resolution cannot be agreed it will be escalated to step two.
2. Where a serious breach is identified that threatens the reputation of the NIA, this will be escalated to the accountable AHSN Chief Officer (UCLPartners, as host organisation for the NIA), who will seek to determine a resolution and will advise whether the issue should be escalated to the NIA Programme Board/ step three.
3. Where a major concern is identified that threatens the reputation of the NIA, or where a concern has not been resolved at step two, this will be escalated to the NIA programme Board. Ultimately, a final decision as to whether the Fellow can remain on the NIA will be taken at the NIA Programme Board. In the event that an individual is no longer able to remain with the NIA, all information about them and their innovation will be removed from the NIA website and NIA brochure. The Fellow's organisation will not be offered the opportunity to apply with a replacement Fellow and any remaining bursary funding will be withdrawn.

Where this process is activated the affected NIA Fellow will be kept informed as to the stage of the process and the outcome.

Sources used:

- <https://www.hcpc-uk.org/globalassets/about-us/who-we-are/partners/policies/code-of-conduct---partner.pdf>
- The Nolan Principles: <https://www.gov.uk/government/publications/the-7-principles-of-public-life/the-7-principles-of-public-life--2>

