4. **RESPONSIBILITIES, ACCOUNTABILITIES AND DUTIES**

4.1 **Chief Executive**

The Chief Executive is responsible for ensuring the trust employs a comprehensive strategy to support the management of risk, including clinical risks associated with patient care across the organisation.

4.2 **Board of Directors**

The Board of Directors are responsible for having policies and procedures in place to support best practice, effective management, service delivery, management of associated risks and meet national and local legislation.

4.3 **Care Group Directors**

Care Group Directors are responsible for the implementation of the policy within their specific areas.

4.4 **Specialist Continence Nurse**

The role of the Specialist Continence Nurse includes:

- Providing expert professional advice on bladder and bowel care, delegating responsibility to Trust staff as appropriate
- Providing education on bladder and bowel care to other professionals, multi-disciplinary groups, patients and carers
- Assess, plan, deliver and evaluate person centred continence care to patients, in a variety of different care settings, including, patients own home, clinic and care homes
- Managing the complex patients referred to the service.
- Undertake continence and catheter audits in care homes, reporting outcome to Doncaster Clinical Commissioning Group (CCG)
- Contributing to serious incidents (SIs) reports as required

4.5 **Clinical Team Leaders/Ward Managers**

Clinical Team Leaders/Ward managers’ duties and responsibilities for areas under their control ensure that staff:

- Can demonstrate compliance with the manual and the Continence Formulary
- Are given protected time to attend the relevant continence and catheter study days

4.6 **Clinical Staff**

All staff who are involved with the care of a patient within the inpatient services and community must comply with this manual and procedures
It is the responsibility of each individual member of staff to adhere to the requirements set out within this policy.

4.7 Continence Link Champions

Duties of the Continence Link Champions include:

- Acting as a resource within their working environment, for patients, staff and visitors
- Acting as role models, encouraging good continence care at all times
- Liaising closely with the Specialist Continence Service