Figure 1: NCAP Project Team

- Programme Manager
  Beatrice Tooke (0.5)

- Interim Programme Manager
  Vacant (0.5)

- Deputy Programme Manager
  Ella Webster

- Project Officer
  Zoe Oliver

- Project Officer
  Bethany Back

- Project Administrator
  Sarnetha Ravisangar (0.5)
Figure 2: Clinical Audit Support Team

Programme Manager
Steph Learmonth

Deputy Programme Manager
Clare Angel-Auld

Project Officer
Emily Coll

Project Officer
Brigita Melicherova

Project Administrator
Zafar Rafique
Figure 2: NCAP Management Diagram

Director (CCQI)
Professor Mike Crawford

Head of Clinical Audit and Research
Dr Alan Quirk

NCAP Project Team
See figure 1 above

Audit Implementation Group

Steering Group

Expert Advisors

Advisory input
Decision making input

Expert Advisors
Paul Basset, Statistician
Maureen McGeorge, QI Expert
## Audit Management and Governance

### Decision making input

<table>
<thead>
<tr>
<th>Role</th>
<th>Details</th>
</tr>
</thead>
</table>
| **Director (CCQI)**  
Professor Mike Crawford | Directs and has overall responsibility for delivery of all CCQI projects. Sits on Steering Group and Implementation Group. |
| **Head of Clinical Audit and Research**  
Dr Alan Quirk | Directs and supervises the work of all audits in the CCQI. Sits on Steering Group and Implementation Group. |
| **Project Team**  
Beatrice Tooke, programme manager, Ella Webster, Deputy Programme Manager, Zoe Oliver, Project Officer, Bethany Back, Project Officer | Responsible for implementing the project, engagement with participants and day-to-day decision making. Meet regularly with Dr Quirk to coordinate tasks, report on progress and, anticipate and report on feasibility. Provide regular updates to Implementation and Steering Groups and take forward decisions. |
| **Implementation Group** | Coordinates expert involvement into audit development and operation. Meets every 6 weeks. |

### Advisory Input

<table>
<thead>
<tr>
<th>Group</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Steering Group</strong></td>
<td>Provides advice and guidance on all aspects of the audit including recruitment, engagement, development, communication and reporting. Meets twice a year.</td>
</tr>
<tr>
<td><strong>Programme Managers (CCQI Cluster 3 – Audit and Research)</strong></td>
<td>Provides peer support and advice to audit Programme Manager and team.</td>
</tr>
<tr>
<td><strong>Expert Advisors</strong></td>
<td>Provides statistical and quality improvement advice and guidance to the project team and implementation group.</td>
</tr>
</tbody>
</table>

### Other

<table>
<thead>
<tr>
<th>Board</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CCQI Governance Board</strong></td>
<td>Chaired by Royal College of Psychiatrists’ President. Membership includes RCPsych CEO, Dean, Clinical Lead for Accreditation. Provides oversight on all CCQI projects in matters of practice, ethics and methodology. Not involved in decision making related to project content or delivery.</td>
</tr>
</tbody>
</table>