

## Stakeholder Reference Group Terms of Reference

### Context

NHS Greater Glasgow and Clyde (NHSGGC) is considering making changes to the way that the Centre for Integrative Care (formerly known as the Glasgow Homeopathic Hospital) delivers care to its patients.

The Centre for Integrative Care (CIC) currently has 7 inpatient beds, which are open from Monday afternoon to Friday morning. The beds are used for small numbers of admissions – last year 260 patients had an inpatient stay, which is only 8% of all of the patients who attend the CIC.

Patients who have an inpatient stay at the Centre take part in a specific inpatient programme which involves therapies such as group therapy sessions, nutrition and diet advice, massage, acupuncture, physiotherapy, psychological support and counselling. All of these services are also delivered on an outpatient basis.

NHSGGC's proposal is to continue to provide all of these services on an outpatient or day case basis, but to no longer provide the overnight, inpatient beds.

We are now in a period of engagement to inform patients, carers and other interested stakeholders about this proposal; answer questions people have about the proposal; and to give people the opportunity to share their thoughts and views.

### Purpose and Remit

The Stakeholder Reference Group (SRG) is a time limited group established to support and guide NHS GGC in how it informs and engages with people on the proposal. This group will be made up of representatives from patients' and carers' groups. They will offer their perspectives on how NHS Greater Glasgow and Clyde can inform and engage with patients, carers and the public on the Board's proposal.

The aim of this group will be to:

- Share information on the proposal to transfer services
- Consider how best to inform and engage with people on the proposal
- Advise on the development of information and events for people
- Utilise knowledge on interested groups or networks
- Provide feedback on the engagement process

### Members

We ask that members contribute to the work of the SRG using their personal qualities, experience and insight.

Members are asked to:

- Use their experience and knowledge to offer thoughts and ideas
- Actively contribute to discussion whilst always respecting the contribution of others
- Be courteous to each other at all times and allow each other to speak
- Acknowledge and respect that individuals have different perspectives and may not always agree with each other
- Attend meetings and keep to agreed timings.

Participation in the SRG is completely voluntary. Members can opt out at any time.

## NHSGGC

Throughout the process NHSGGC will engage with the SRG and will ensure that:

- Information is provided in advance of meetings
- Information provided is clear and accessible
- The venues chosen for meetings are fully accessible
- We encourage open discussion on matters arising
- We listen to and respond to points raised by members – if we can't answer a query or point on the day, we will do so as soon as possible
- Meetings run to the agreed timings
- Individual support and assistance is provided as requested, including childcare
- Expenses incurred through participation are reimbursed.

Notes of meetings will be taken and made available to inform people and organisations of the work and decisions of the Group.

### Meetings

Suggested dates:

Thursday 29 <sup>th</sup> September	12:30pm – 3pm	Seminar room, Centre for Integrative Care
Monday 21 <sup>st</sup> November	11:30am – 2pm	Seminar room, Centre for Integrative Care

### Proposed Membership

Rona Agnew	Friends of Homeopathy
Helen Brownlie	25% ME Group
Cathy Cooney	The Alliance
Sonia Cottom	Pain Association Scotland
John Duffy	AOD Patients Panel
Lorna Gray	Patient Experience, Public Involvement Project Manager, NHSGGC
Gary Jenkins	Director, Regional Services, NHSGGC
Julia Little	General Manager, Regional Services, NHSGGC
Martine McConnell	AOD Patients Panel
Barry Sillers	Head of Planning (North and Regional), NHSGGC
Morna Simpkins	MS Society
Bill Cameron	Managed Clinical Network Patient & Carer Forum Managed Clinical Network