SHARED CARE scotland

Terms of Reference for Sharing Practice Group

- Facilitate networking opportunities.
- Identify and share examples of good practice (local & national)
- Promote and facilitate effective partnership working between health and local authorities in the development of respite services.
- Provide information and feedback on current national and local issues which impact on the development of respite services.
- Identify and discuss key issues in relation to the definition, the ongoing development and design of respite services and where appropriate examine potential solutions.
- Consider relevant legislation examining its application and impact on services.
- Provide via Shared Care Scotland an additional channel of communication with policy makers and legislators.

Agreed Code of Conduct

- To promote and facilitate open and honest debate all discussions will be regarded as confidential unless agreed otherwise.
- If papers, reports or any other similar documents are produced which reflect the views of the group these will maintain anonymity unless prior permission is given for direct quotes to be made.

Communication

- Report of meetings will be produced and distributed to lead officers by Shared Care Scotland.
- Agenda items based on the agreed terms of reference will be identified by the membership as early as possible and no later than 2 months prior to scheduled meetings, which will take, place 6 monthly. (This is to allow adequate time for speakers etc to be contacted).

Membership

Lead Officers from local authorities throughout Scotland who have a service strategy development responsibility in relation to the Carers Strategy / respite and those identified within health as local champions in the development of respite services.

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