

**Yorkshire Cancer Network**  
**Specialist Palliative Care Non-Medical Prescribing Group**

**Terms of Reference**

**Purpose**

To act as a forum to develop and support best practice in non-medical prescribing within the field of specialist palliative care.

**Aims of the group**

- To share knowledge and skills of non-medical prescribers
- Keeping up to date on local, network and national changes in non-medical prescribing training and practice.
- Share audit practice and develop a single audit tool for YCN network
- Promote education and Continuing Professional Development (CPD) opportunities for non-medical prescribers
- Provide a support network for non-medical prescribers

**Membership**

Non-medical prescribers working within specialist palliative care unit or service in the Yorkshire Cancer Network (YCN)

“Others” as agreed with the group on an individual basis

**Administrative support**

Provided by group

**Chair**

- Chair to be nominated by group on yearly basis.
- Responsibility to organise meeting, ensure minutes are completed and distributed (this can be delegated to other members as agreed)

**Meetings and Documentation**

- Quarterly meetings
- Venues to rotate between the group membership localities
- Agenda to be provided and sent out two weeks prior to meetings
- Attendance at meetings by group members to be confirmed ten working days (2/52 ) prior to meetings to the chairperson of group.
- Minutes to be distributed within 2 weeks following meeting

**Chair:** Charlotte Rock, Macmillan CNS Palliative Care, Bradford Teaching Hospitals

Written September 2008

Ratified October 2008

Review September 2009