

Airedale Cancer User Partnership Group

Terms of reference

Introduction

The Airedale Cancer User Partnership Group (UPG) believes that user involvement is central to cancer service developments and supports the principles and aims of the National Cancer Plan (2000). The Airedale Forum is an alliance between service users and health care professionals.

Purpose

The role of the Airedale UPG is to influence cancer policy and services and to ensure the user and carer perspective is integral to all aspects of cancer service developments throughout the Airedale and Craven area.

Membership

Membership includes users; (ex patients, patients, carers or family members) health care professionals; representatives of community and voluntary organisations; self help and support group representatives. Wherever possible, different cancer experiences and tumour sites should be represented. Other groups or individuals will be co-opted onto the group as required. Membership should be reviewed regularly and plans developed for recruiting new members.

Members of the group are able to give up their membership at any time, or alter their level of involvement.

Objectives/how the group works

1. To raise awareness about the importance of user involvement and what it can achieve.
2. To seek active engagement with all organisations involved in delivering care across all aspects of the 'cancer journey'.
3. To be inclusive and to find ways of engaging under represented groups within the population (defined by age, social group, disability and ethnic background).
4. To affect change and innovation in cancer care through partnership working, engaging the talents of all.
5. To take an active lobbying and influencing role.
6. To provide a resource and contact point for health care professionals wanting advice and engagement of users within cancer care.
7. To develop and strengthen links and joint working with a range of user involvement groups to build upon the good elements of user involvement, ensure collaboration and avoid duplication.
8. To develop individuals knowledge and confidence through Cancer VOICES training and exposure to events encompassing cancer care issues.
9. To influence and assist organisations to implement the Cancer Plan and the 'Supportive & Palliative Care' guidance.
10. To influence research on cancer to look at (environmental) causes and prevention, recognising our responsibility to the following generations.
11. Key personnel will be invited to meet with the group to present key issues, service developments and changes to ensure there are effective strategies incorporated for user involvement and input.

Areas of work

These could include involvement in policy development, peer review, planning and supporting local services and campaigning. Group priorities identified to date include information, communication.

Meetings

The frequency of meetings is to be Monthly. Meeting will take place at the Airedale General Hospital, Education Centre, but may be held elsewhere if appropriate venues can be found. Meetings currently take place during the day, but evening meetings will be considered. Minutes of the meetings will be considered public documents, circulated to members and made available to third parties on request.

Roles of members:

Users and carers

Users and carers group members bring experience, knowledge, skills and direct experience of cancer services and care.

Health care professionals

Professionals are a resource for the group and provide a feedback mechanism to health care providers and organisations. They may also bring relevant issues to the meetings

The Terms of Reference will be reviewed yearly.

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