

DRAFT TERMS OF REFERENCE DORSET END OF LIFE CARE PARTNERSHIP

Aim

To facilitate the achievement of the National Ambitions for Palliative and End of Life Care within Dorset, encouraging best practice – enabling everyone to have access to high quality person and family-centred care and support in their last year of life:

- 1 Each person is seen as an individual**
- 2 Each person gets fair access to care**
- 3 Maximising comfort and wellbeing**
- 4 Care is coordinated**
- 5 All staff are prepared to care**
- 6 Every community is prepared to help**

The ambitions are available at: <http://endoflifecareambitions.org.uk/>.

Objectives

a) To enable strong foundations for palliative and end of life care:

- 1 Personalised care planning
- 2 Shared records
- 3 Evidence and information
- 4 Involving, supporting and caring for those important to the dying person
- 5 Education and training
- 6 24/7 access
- 7 Co-design
- 8 Leadership

b) To work collaboratively to ensure the building blocks as outlined in the national ambitions are in place in line with the integrated community and primary care developments and the

Vanguard Partnership Principles;

- People first, organisation second.
- Focus on the quality of people's experience of the whole system.
- Built to last.
- Best use of public pound.
- Best use of collective skills and resources.
- Delivering improvement at pace.
- Striving for best practice and evidence based care.

c) To demonstrate that the ambitions for palliative and end of life care are achieved consistently and reliably.

Membership

People with personal or professional experience of palliative and end of life care who are willing and able to work collectively to achieve the ambitions.

The membership will include people from a range of backgrounds, including:

- Expert(s) by experience – people with personal experience of palliative or end of life care, either directly or as a family member or close friend;
- Allied Health Professionals;
- Bereavement / counselling / chaplaincy;
- Doctors;
- Management;
- Nurses.

Representation of a broad range of organisations, including health and social care from across Dorset. Some members may represent more than one organisation.

- Better Together programme;
- Bournemouth and Poole Adult Social Care;
- Bournemouth University;
- Continuing Health Care;
- Dorset Clinical Commissioning Group;
- Dorset County Council;
- Dorset County Hospital NHS Foundation Trust;
- Dorset Healthcare University Foundation Trust;
- Dorset Specialist Palliative Care Group;
- Forest Holme Hospice;
- Forest Holme Hospice Charity;
- Health and Wellbeing Board;
- Integrated Community Services;
- Lewis-Manning Hospice;
- Macmillan Caring Locally;
- Macmillan Unit;
- Marie Curie;
- Paediatric palliative care;
- Poole Hospital NHS Foundation Trust;
- Primary Care;
- Royal Bournemouth and Christchurch Hospitals NHS Foundation Trust;
- South West Ambulance Service Trust;
- Vanguard One NHS in Dorset;
- Weldmar Hospicecare.

Task and finish groups will be established to focus on key areas. These may draw on a wider range of individuals and organisations as appropriate.

Meetings

Meetings will be held on the first Thursday of alternate months

Venue - alternating West and East Dorset, e.g. Vespasian House, Dorchester and Poole Hospital Board Room.

Administrative support - provided via Vanguard One NHS in Dorset team.

Meetings will be quorate if at least ten people are in attendance, with representation from West and East Dorset.

Reporting arrangements

Meeting notes (who present, decisions, actions) to be circulated to members of the group and:

Dorset Cancer Partnership board

Integrated Community Services board

Vanguard Developing One NHS in Dorset Executive Steering Group

Wessex SCN End of Life Group.

Terms of reference to be reviewed annually.