

Dear Register of Interest Member

Re: Queen Margaret Hospital Development Project Board

The Queen Margaret Hospital Development Project Board seeks 2 public representatives to join its membership to provide a public perspective on the development of Queen Margaret as the main Diagnostic and Treatment Centre for Fife and as a Primary Care Resource Centre. In particular we would welcome the public and patient viewpoint on practical issues as the design plans are developed and for the public representatives to gain an understanding of the Projects funding arrangements in order to help develop the Project Board's communication plan with the wider public of Fife.

The Queen Margaret Hospital Development Project Board will provide strategic direction and leadership and ensure the implementation of the strategic vision for Queen Margaret Hospital outlined in the Right for Fife Strategy, while recognising local priorities identified in the period since the strategy was adopted and taking account of future regional opportunities that may arise.

The Queen Margaret Hospital Development Project Board Terms of Reference reflect the purpose of the group therefore, the following attachment is included for your information:-

- The Queen Margaret Hospital Development Project Board - Draft Terms of Reference

The meeting schedule for 2013 is currently being finalised however, meetings will be held monthly and generally in the first or second week of the month. Subject to availability, meetings will be held either in one of the meeting rooms in Hayfield House, Victoria Hospital, the Board Room, Hayfield Clinic or a venue at Queen Margaret Hospital. All venues will be wheelchair accessible and hearing loops can be provided at all venues. The meeting schedule for 2013 is currently being finalised.

The public representative will not be required to have specific knowledge or experience.

If you would like to note your interest in participating, please complete the cut-off slip, provide a short statement and return no later than Friday, 14 December 2012 to:

Karen Banks
Secretary/PPF Administrator
Clinical Governance Team
D&WF CHP
The Annex
Lynebank Hospital
Dunfermline
Ky11 4UW

Yours sincerely

Karen Banks

Karen Banks
Secretary/PPF Administrator
Dunfermline & West Fife CHP

Enc



I would like to note my interest in becoming a member of the Queen Margaret Hospital
Development Project Board



Name.....

Address.....

Email Telephone

Please provide a short statement as to why you have a particular interest in joining the
Queen Margaret Hospital Development Project Board

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