

NHS FIFE OPERATIONAL DIVISION DEMENTIA COORDINATING GROUP ROLE AND REMIT

Membership

Associate Director of Nursing (Chair)
Consultant Geriatrician
Professional Development Nurse-Dementia
Directorate Representation (Emergency Care, Planned Care, Ambulatory Care)
Mental Health Services
Psychology
Senior Charge Nurse
Allied Health Professional Representative
Public Member with experience of service
Alzheimer Scotland
Social Work

- Members should identify a deputy if they are unable to attend a meeting.
- Other members will be co-opted onto the group where appropriate/relevant e.g. with focused aspects of work

Quorum

The group shall be considered quorate providing a minimum of 4 core members are present.

Frequency of Meeting:

Monthly moving to bi monthly

Role

The Dementia Coordinating Group will progress implementation of the Standards of Care for Dementia in Scotland across the Operational Division.

Remit

- Develop and Action Plan to support the Operational Division to deliver quality care in line with the Standards of Care for Dementia in Scotland
- Provide progress reports to the Operational Division Management Team through the Director of Nursing outlining developments and any delays to implementation with rationale for the latter.
- Ensure core membership is complimented as appropriate to facilitate progress and the interagency sharing of information and good practice
- Ensure strong linkages with related work streams
- Members will share information and communicate progress of this work through their own area of responsibility.

Accountability

A note will be taken at all meetings and approved at the next scheduled group meeting. An (*agree frequency*) update of the progress of this group will be provided to the Operational Division Management Team Lead-Director of Nursing. This update will be shared as required to support links with related work streams. Group members are expected to share progress and update their own areas of responsibility and/or area they represent.

Key working relationships:

Clinical Staff
Patients / Relatives / Public
External Partners including Private and Third Sector