

## Terms of Reference Wagga Wagga Base Hospital Maternity Consumer Network

### Purpose

Murrumbidgee Local Health District (MLHD) and consumer representatives work in partnership to codesign a continuity of care model for Wagga Wagga Base Hospital (WWBH). The partnership includes the planning, design, delivery and evaluation of the health services to support and promote improvements in safety and quality (improve health outcomes) for those accessing the service.

### Objectives

- Support and promote the maternity services at WWBH to be safe, quality, evidence based and meet the needs of consumers and staff.
- Purpose of group is to work collaboratively to co-design a model of care with a focus on continuity of care.
- Consumer and MLHD staff share their stories and knowledge and personal experience to provide insight and expertise whilst representing the voice of others in the wider community.
- Consumer involvement guides and strengthen policy development, health service planning, quality improvement and evaluation based on the issues importance to consumers their families and the communities who access the services.
- Decisions will be made in the ethos of a partnership / codesign model, with the voice and opinion of consumer and community representatives being valued and prioritised in conversation and decision making.
- Responds to issues raised by the Clinical Director, Executives, Midwifery Manager staff and consumers regarding health policy and planning.

### Eligibility

- Consumers of maternity services provided by MLHD
- Have an association with MLHD services or are representative of the broad groups of people who use the Maternity services.
- Relevant staff of MLHD

### Role and Responsibilities

- Support the committee with involvement with regular review of the members satisfaction, role and participation in the meetings.
- Read and understand the NSW Health Code of Conduct and agree to always comply with its provisions. Members must adhere to the NSW Health C.O.R.E values of Collaboration, Openness, Respect and Empowerment.
- Respect and consider all steering members expertise, both personal and professional.
- Build on personal and professional experiences, including the experiences of others, to consider issues strategically, broadly and inclusive of the needs of all service users
- Access opportunities to train and develop skills to represent and participate, work collaboratively, focus on health equity issues and maintain an open mind.
- Report, as required, when engaged in working groups or committees.
- Disclose any conflicts of interest or gifts and benefits received as a result of being a member of the committee
- Those contributing to the committee outside of a professional role within the MLHD receive remuneration for their time participating and for any costs incurred e.g. printing, travel as per the NSW Health Policy Directive.

- Ensure meetings, follow up tasks are directly related to the purpose of this committee.

#### Membership

- Consumers Representation
- General Manager WWBH
- Director Clinical Governance, MLHD
- Midwifery Manager MLHD
- Obstetric Director Wagga Wagga Base Hospital
- Midwifery Unit Manager, Wagga Wagga Base Hospital

#### Secretariat

- To be provided by Wagga Wagga Base Hospital Executive

#### Quorum

- A quorum shall be deemed to be reached when 50% of the consumer representatives are present and 50% of the MLHD representatives are present. If quorum is not met, the meeting will continue however no decisions can be made final.

#### Reporting

- The minutes will be forwarded to the Executive Team at Wagga Wagga Base Hospital

#### Evaluation

- The committee will be evaluated at six monthly intervals

### Your personal details

Surname: \_\_\_\_\_ Given Names: \_\_\_\_\_

Address: \_\_\_\_\_

Suburb: \_\_\_\_\_ Post Code: \_\_\_\_\_

*Applications are not generally accepted for people under 16 years of age.*

Phone: (Mobile) \_\_\_\_\_ (Home) \_\_\_\_\_

Email: \_\_\_\_\_

*Tick or highlight all that apply. Do you identify as:*

- Having lived experience as a consumer of Wagga Maternity care?
- Having lived experience as a support person or family member of someone who has been a consumer of Wagga Maternity Care?
- Aboriginal?
- Torres Strait Islander?

- Aboriginal and Torres Strait Islander?
- Having a disability?
- Having a non-English speaking background?
  - Primary language:
  - Secondary language:
- Being sexuality and/or gender diverse?

### Statement of Interest

Why do you want to become involved? Please attach if required.