

Terms of Reference

Quality Improvement and Best Practice in care home and home care group

V6 22/05/19

1.0 Purpose

The purpose of this working group is to support organisations across Greater Manchester in facilitating the delivery of a programme of quality improvement initiatives within the care home and care at home sector. The group will work in partnership with the Head of Adult Services in CCGs and LAs, Quality Leads and provider organisations ensuring continuous engagement with their localities and the wider system.

2.0 Membership

The membership will comprise of:

- GM H&SCP Lead Nurse Independent Care Sector (Chair)
- GM ASC transformation programme workstream leads
- Representative from each LA and CCG within GM
- Representative from ADASS, CQC
- Representative on behalf of GM Healthwatch
- Representative from the Greater Manchester Independent Care Sector Provider Board
- Representation from advocacy groups inclusive of Dementia United and the clinical networks
- Representation from Health Innovation Manchester, AqUA and Skills for Care
- Representative from NHS Acute and Community providers
- Representative from the GM Registered Manager Network

In the event that a member of the group is unable to attend a meeting they will nominate a deputy to attend in their absence.

Additional representatives from health and social care organisations across GM may be co-opted on to join the group as appropriate

3.0 Principal Duties

The group will:

- Agree the priority areas for GM to improve the quality of care delivered in the care home and home care sector, reduce Acute admissions, A&E attendances and reduce avoidable harm.
- The group will define short, medium and long term deliverables in relation to Quality in Care, Quality of Life and Partnership working.
- The group will develop plans against the deliverables to address priority areas using the learning and principles from the Enhanced Health in Care Homes and Vanguard sites.
- Be a place to share best practice initiatives and implementation plans and be instrumental in the implementation of these initiatives either through pilot areas or change at scale as appropriate
- Oversee, support and evaluate programmes of work to improve the quality of care delivered in care homes and home care.
- Establish a Quality Assurance Framework for GM
- Work with other collaborative, networks and groups across the Partnership

4.0 Communication

The Chair will be the primary point for receiving and sharing information with the localities, to ensure open honest and transparent discussions within the meeting, any outputs will not be circulated without permission of the Chair who will in turn have sought permission from the group/owner of the information.

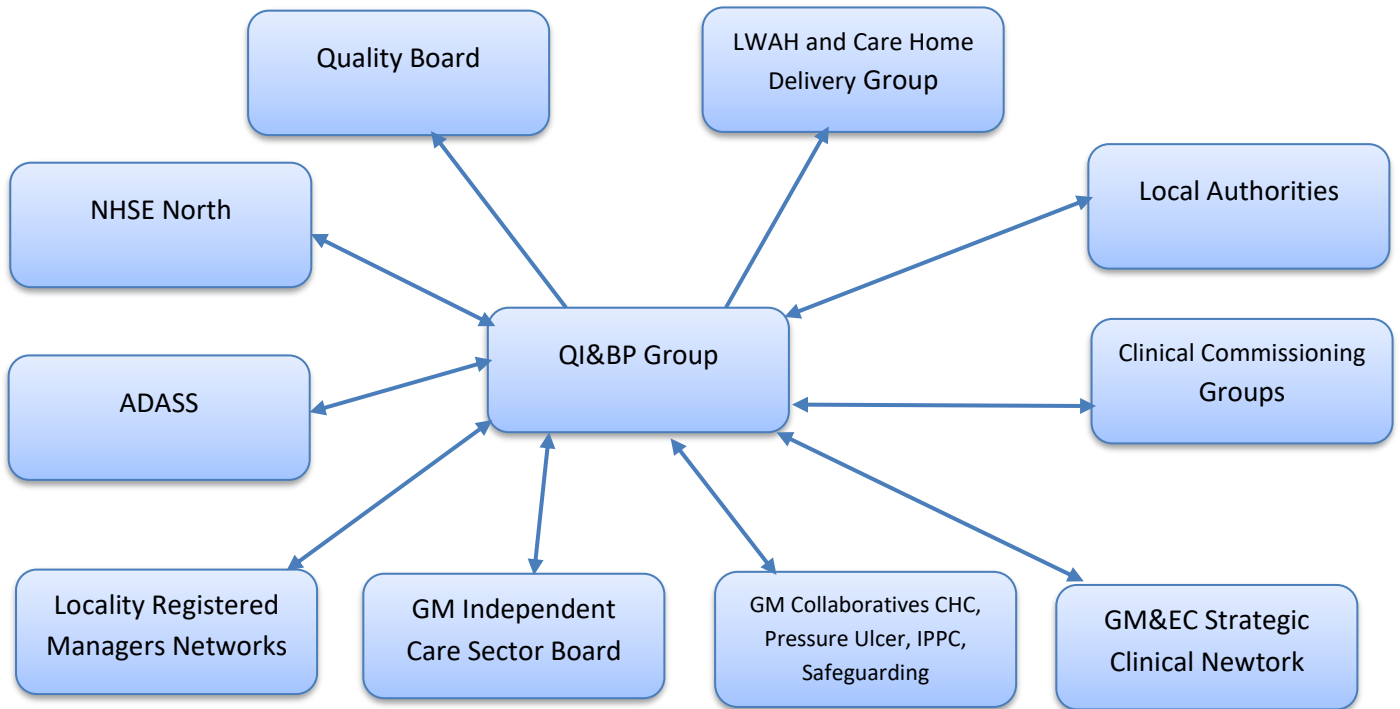
When information is shared with the group for further dissemination across the localities, each locality will agree a nominated lead to be the point of contact. The lead is responsible for sharing the information within the locality and be the point of contact for any queries arising. This is to prevent providers receiving the same information multiple times from different sources with potentially mixed messages and differing narratives.

5.0 Frequency of meetings

The group will meet on a monthly basis

6.0 Reporting and governance

The group will report to the GM H&SCP Quality Board, the LWAH and Care Home Delivery Group and the Independent Care Sector Board (NHSE North).



7.0 Review date

The terms of reference will be reviewed after 6 months

Reviewed and altered to include home care May 2019

Next review due November 2019