



Coalition for Collaborative Care (C4CC) Co-production Group

Membership Application Form

What is the Coalition for Collaborative Care? (C4CC)

The Coalition for Collaborative Care (C4CC) is a group of organisations who have agreed to work together to improve support for people with long-term conditions. The aim is to ensure that people living with long-term conditions can access healthcare which focuses on the whole person and where different organisations and communities work together with each individual, carer and/or family to achieve the best possible outcome.

The C4CC's Vision includes a clear commitment to working closely with people who have lived experience of long-term conditions.

“Crucially people with long-term conditions will play a central role in our decision making and the work we do.”

<http://coalitionforcollaborativecare.org.uk/aboutus/vision/>

What is the co-production group?

The co-production group is a team of people with long-term conditions and their carers. The group works with the C4CC central team and partners to influence and co-design the work of C4CC on an ongoing basis.

2. Definitions and terms being used in this document

The term C4CC is used to represent the Coalition for Collaborative Care.

Collaborative Care is where a range of different organisations and communities work together.

‘A long-term condition (LTC) is any physical or mental condition which needs long-term management and support’

The phrase “person with long-term conditions” is used to represent people with lived experience of long-term conditions, patients or carers.



The word 'co-production' is used to define a way of working where people with long-term conditions are able to co-design and co-deliver the work of C4CC ensuring that their voices are part and parcel of all the work we do.

3. Putting co-production at the centre of the Coalition's work

The Co-production group will support the C4CC team to:

- Adopt a person-centred approach at every stage of implementation
- To actively include people with lived experience at each stage of leading, planning, design and implementation of work stream activity.
- Make sure that members of the group are from a range of different backgrounds by thinking about how to involve groups who would not otherwise be part of the group.

For further information about C4CC please visit the website at:

<http://coalitionforcollaborativecare.org.uk/aboutus/>

Are you the person we are looking for?

We are looking for people who will act as champions for person-centred and collaborative care.

As a member of C4CC co-production group you will:

- bring important views, perspectives and challenge into the group
- work with local and regional networks and contacts to support C4CC to achieve our agreed outcomes
- champion the views of citizens, people who use services, patients and carers, family members, ensuring that their needs are met through the C4CC programme
- provide critical friend challenge to the programme
- co-design materials and comment on draft materials
- support increasing patient and public awareness of the programme outcomes and achievements
- respect the confidential nature of discussions when it is made clear by the Chair that this is a requirement

What experience do you need to have for this role?

Essential (you must have this experience)

- Experience of living with a long-term condition as a person using services, a patient or carer

Desirable (we would like some members of the group to have this experience)

- Contributing to small and large groups
- Developing or managing a person-centred care plan or a personal health budget

What skills will you need to carry out this role?

- ✓ Representing the perspective of people living with long-term conditions in different forums
- ✓ Talking to and listening to a wide range of professionals (with support if needed)
- ✓ Can display sound judgement and an ability to be objective
- ✓ Have an awareness of and commitment to equality and diversity
- ✓ Understand and respect the need for confidentiality

What qualities are we looking for?

- ✓ Can challenge constructively
- ✓ Good at problem solving
- ✓ Good at managing your time
- ✓ A team player – able to work within a team with a shared agenda

What is the time commitment?

At the moment the co-production group plans to meet every 6 weeks from 11am to 3pm in London. The minimum commitment will be to attend all the meetings listed below. The nature of our work is that carers or people with long-term conditions may have periods where they cannot attend external meetings and we will of course understand this and take this into account.

- Thursday 26 February 2015
- Thursday 09 April 2015
- Thursday 21 May 2015
- Thursday 02 July 2015
- Thursday 13 August 2015
- Thursday 24 September 2015
- Thursday 05 November 2015
- Thursday 17 December 2015

In addition to these meetings group members will be offered the opportunity to attend other meetings to represent the group. The time commitments and notice periods for these meetings will vary.

Is there any financial support for travel and attendance at meetings?

We can book travel tickets in advance for group members.

We pay a participation fee of £150 per day for attendance at meetings. This will be paid in accordance with the NHS England Reimbursement and Fees policy.

**Coalition for Collaborative Care Co-production Group
Application Form**

Name of main contact/ individual

Title: Mrs/ Mrs/ Miss/ Ms/ Dr

Name:

Address:

Postcode:

Telephone number : Home

: Mobile Number

Email address:

Are you happy for us to share this email with the wider C4CC Group?

Yes

No

Do you have a Twitter name? If so, write it here : @

Are you happy for us to share the twitter name with the wider C4CC Group?

Yes

No

How do you prefer to be contacted?

**2. Tell us about why you want to join the C4CC co-production group
(between 600 to 900 words)**

Include information about:

- Your personal or professional background
- What groups and/or networks you are linked to and how you have contributed to these groups
- How you will support the work of the Coalition for Collaborative Care's co-production group

4. Do you have any access needs or dietary requirements that we should be aware of? What support or adjustments can we make to meet these needs?

Personal Profile

Please write a 150 word summary about your background and experience and attach a photo.

If you are selected to become a member of the C4CC group, we would like to include a personal profile and photo of you. This will help us to have a quick checklist of who is part of the group and will also help group members to get to know each other. You can write this profile yourself so that you describe yourself in a way which is comfortable, or if you prefer, leave the box blank and a member of the C4CC team will produce this on your behalf using the information in your application form.

If you are shortlisted for interview you will be able to choose how you want to be interviewed. Interviews will be a maximum of 30 minutes.

1. Face to face - interviews will be held at Skipton House in London near Elephant and Castle on Friday 6th or Monday 9th February 2015.
2. Telephone interviews – we have a free phone number that you can dial into and can arrange these calls for Friday 6th or Monday 9th Feb 2015.
3. Webinar – we can set up a link similar to Skype so that we can have a two way conversation with sound and video. These will be scheduled for Friday 13th Feb 2015.

Please tick above to let us know how you would prefer to be interviewed.

Please complete this form and send by email to Wilhelmina Dowdye: w.dowdye@nhs.net by Monday 2nd February 2015.

Or post your completed form to -
Mina Dowdye
Coalition for Collaborative Care
6th Floor, Skipton House
Skipton House
80 London Road
SE1 6LH

If you are posting the form, please allow 3 to 4 days for the form to reach us by the deadline.