

**National Clinical Homecare Association
Patient Advisory Council**



Terms of Reference

Group Name: National Clinical Homecare Association (NCHA) Patient Advisory Council

Title: Terms of reference for the NCHA Patient Advisory Council

Scope: The Royal Pharmaceutical Society (RPS) defines a homecare medicines service as a service that delivers ongoing medicine supplies, and where necessary, associated care, initiated by the hospital prescriber, direct to the patient's home with their consent. The purpose of the homecare medicines service is to improve patient care and choice of their clinical treatment.

Group Membership:

The group is made up of interested parties involved in supporting the homecare services model of care to patients and carers in the UK. The group members are currently limited to the list below, however the group is flexible and at times additional patient group members or specialists may be invited to meetings or to join the council. There is no timeline or mandated commitment for membership of this group, however, members are expected to engage in discussions and to review and comment on proposed patient facing communications.

The NCHA Patient Advisory Council consists of the following members:

- Patient Group Representatives (one representative and deputy per organisation) including but not limited to the following:
 - Cystic Fibrosis Trust - <https://www.cysticfibrosis.org.uk/the-work-we-do>
 - National Axial Spondyloarthritis Society - <https://nass.co.uk>
 - National Rheumatoid Arthritis Society (NRAS) - <https://nras.org.uk>
 - PINNT- Support and Advocacy for people on home artificial nutrition - <https://pinnt.com/About-Us.aspx>
 - This could also include new members upon agreement of NCHA Officers.
- NCHA (NCHA Chair, NCHA Independent Advisor(s), Secretariat Support and up to 3 additional Member representatives.

The National Clinical Homecare Association (NCHA) is the trade body for the Clinical Homecare Industry representing the majority of organisations providing Clinical Homecare Services. There are more than 500,000 patients in the UK receiving Clinical Homecare Services. Clinical Homecare patients receive hospital-led care in community settings. Given the choice, many patients choose to be treated at home rather than in hospital or in an outpatient setting. NCHA members provide patient centred Clinical Homecare Services that are safe, cost effective and ensure seamless integrated patient care. The NCHA is at the forefront of ensuring high standards are applied across the industry working closely with NHS Trusts, NHSE&I Commercial Medicines Unit (CMU), National Homecare Medicines Committee (NHMC) and NHS England and Improvement (NHSE&I) NHS Scotland, NHS Wales and other commissioners to ensure patients who wish to, are able to access high quality clinical homecare services.

NCHA provides secretariat for the group.

- NHS National Homecare Medicines Committee – (Chair NHMC, NHMC Patient Comms Lead, NHSE&I Commercial Medicines Unit Homecare Category Lead)

The NHMC is a national committee comprising of NHS and Industry representatives. The key aim of the NHMC is to act as the national focus for developing and improving processes for homecare medicines services. It advises the NHS on all matters relating to homecare and collaboratively works with industry to support best practice.

Non-members may be invited to the group to seek out any additional expertise that may be required at any time.

Role and Purpose of the Group: The group was originally established in March 2020.

Representation from nationally recognised Patient Groups is essential to ensure the group meets its aims and for patient views and concerns to be recognised and addressed by NCHA homecare provider member organisations and the NHS.

The Group will review and make recommendations relating to general NCHA and NHMC patient facing communications (excludes homecare service specific patient facing communications).

The Group will be the main route for general homecare patient consultation for NCHA and NHMC activities and projects where appropriate and provide NCHA and NHMC with a “sounding board” for patient opinion. It is expected that Homecare Services Groups for specific therapies will have their own relevant patient engagement and representation processes.

Accountability:

The groups discussions are documented via minutes which are checked and approved by the meeting chair and NCHA Chair.

Each member is invited to put forward new agenda items or update on existing ongoing discussion points at every meeting.

All NCHA communications are subject to NCHA approval processes prior to publication.

Specific outputs from this group e.g. COVID-19 FAQ's are thoroughly checked by the group membership and submitted to NCHA for approval and publication. The NCHA approval processes will respect patient group opinions.

History

Version	Status	Approved Date / Version	Author
V3	Approved	20/04/2023	Liz Keating