Expression of Interest for a consumer representative to join: Chronic Conditions Manual 3rd Edition: Editorial Committee

Closing date: 9am, Thursday 17 February 2022

Office of Rural and Remote Health

**The Office of Rural and Remote Health (ORRH) are inviting one (1) health consumer representative who has experience accessing healthcare in Queensland to participate as a member on the Chronic Conditions Manual Editorial Committee.**

The Office of Rural and Remote Health (ORRH) was established to provide a strong voice in the development of statewide policy, strategy and planning, and to foster stronger and more resilient health care in Queensland’s rural and remote communities. The ORRH provides a centralised and coordinated hub to respond to system-wide healthcare challenges with our Strategy and Governance Unit, as well as providing practical support to smaller health services through the [Clinical Support Unit](https://qheps.health.qld.gov.au/rrcsu), formerly the Rural and Remote Clinical Support Unit.

The Clinical Support Unit supports safe and quality rural and remote health care through the production of clinical resources, training, credentialing, medical employment and advisory support. The clinical resources include:

* the Primary Clinical Care Manual
* the Chronic Conditions Manual (CCM)
* the Rural and Remote Emergency Services Standardisation Guidelines
* Health Check Forms

Chronic Condition Manual

**The Chronic Conditions Manual (CCM) is a clinical resource that contains abbreviated clinical guidelines and protocols to support best practice chronic conditions care in rural and remote Queensland Health facilities.** Clinicians who use the manual include; Medics, Nurse Practitioners, Medical Officers, Registered Nurses, Advanced Practice Nurses, Aboriginal and Torres Strait Islander Health Practitioners and Indigenous Health Workers.

Chronic Conditions Manual Editorial Committee

The role of the Editorial Committee is to:

* Confirm that proposed content aligns to the needs and expectations of consumers and clinicians in rural and remote locations
* Confirm that proposed content is appropriate for use in rural and remote locations
* Confirm that content is presented in a form that is easily referenced, useful and usable
* Confirm that proposed content is suitable for use by Aboriginal and Torres Strait Islander Health Practitioners, Authorised Indigenous Health Workers, Registered Nurses, Advanced Practice Nurses, Nurse Practitioners, Midwives, Medical Practitioners and Allied Health
* Confirm that content is ready for governing body authorisation and publication

Work has commenced on the 3rd edition which is due for publication in 2023.

Role of the Consumer

The successful consumer will be active and engaging in all committee meetings by speaking up and offering their perspective to discussions and input based on their experience being a part of the Queensland Health System. Example, you may have gone to hospital for back pain, to the GP for a headache, or asthma etc. The committee will be guided by this wealth of information to develop the Chronic Conditions Manual including:

* Whether the experience was good or bad
* Were they involved with their care
* Were they given choices
* Were they treated fairly
* Was the information provided clear
* Did they understand what was happening

Who is it for?

This opportunity would suit a consumer or carer representative who has accessed healthcare in Queensland (for eg. A GP or hospital) who has:

* Experience or an understanding of rural and remote healthcare. *Please note the successful consumer, does not need to be living in a rural or remote area to apply.*
* an understanding of chronic conditions and the challenges consumers and carers face. *Please note the successful consumer does not have to be living with a chronic condition to apply.*
* at least 6 months committee or working group experience
* an excellent track record of working with multi-disciplinary clinical teams
* a good understanding of the Queensland health system
* Good communication skills and confidence to speak up in meetings

Time and location

The term of the committee will be for **two years** or until the completion of the Chronic Conditions Manual 3rd Edition.

Meetings will be for two hours, occurring each fortnight.

Ongoing times and days will be determined by the Editorial Committee at this time.

Attendance in person is not required. Committee members attend meetings via video through Microsoft Teams. Details will be provided one week prior to the meetings, including agenda and reading materials.

Pre-reading will be sent prior to each meeting (during the 3rd edition CCM production cycle).

Remuneration and Support

Consumers will be remunerated for their time in line with [Health Consumers Queensland’s remuneration position statement](http://www.hcq.org.au/wp-content/uploads/2015/12/Consumer-Remuneration-Rates-Dec-2015.pdf).

Consumers will be renumerated at the half-day rate for their participation in meetings (including preparation and reading time).

If you have any questions please contact Mary King, Director, ORRH Clinical Support Unit on (07) 4226 3035 or email RRCSU-Director@health.qld.gov.au

How to apply

**Please complete this consumer application form and return to****consumer@hcq.org.au** **by 9am, Thursday 17 February 2022**

For assistance please contact Health Consumers Queensland via consumer@hcq.org.au or by phone on 07 3012 9090.

**Consumer Application Form**

**Chronic Conditions Manual 3rd Edition: Editorial Committee**

Full name:

Preferred phone number:

Email:

Postal address:

Postcode:

* By completing this application, I consent for my details to be added to the Health Consumers Queensland network database [ ]  YES | [ ]  NO
* I would like to receive email updates from Health Consumers Queensland [ ]  YES | [ ]  NO
* Are you happy for Health Consumers Queensland to share this form with Queensland Health as part of the process for this application? [ ]  YES | [ ]  NO

Please highlight any group you identify as being a part of:

[ ]  Living with a disability/chronic condition

[ ]  Caring for someone with a disability

[ ]  Physically isolated or transport disadvantaged

[ ]  Culturally or linguistically diverse

[ ]  From a non-English speaking background

[ ]  LGBTIQ+

Do you identify as: [ ]  Aboriginal | [ ]  Torres Strait Islander | [ ]  Both | [ ]  Prefer not to state| [ ]  Neither

Are you a: [ ]  Consumer | [ ]  Carer

Age range: [ ]  16-24 | [ ]  25-29 | [ ]  30-39 | [ ]  40-49 | [ ]  50-59 | [ ]  60-69 | [ ]  70+

Please describe any support you need to take part in this activity *(examples include support person, hearing loop, dietary requirements)*

*Your responses to the following questions only need to be a brief sentence or two*

1. Please describe your experience as a health consumer representative including committees, focus groups, surveys, governance roles, etc.

*Tip: Past consumer representative positions that have similar requirements to the opportunity you’re expressing interest in. Give an indication of how long each position was for, and any relevant highlights.*

1. **Please describe any connections you have to your community (e.g. networks, groups)***Tip: Think about how this relates to the role you’re applying for.*
2. Please describe your interest in joining the Chronic Conditions Manual 3rd Edition: Editorial Committee?