



Terms of reference for the National Children & Young People's Diabetes Network Service Delivery Plan – Aim 1 - The Subgroups Patient Education Subgroup

Vision of Aim 1

'By 2025, we can ensure that every child with diabetes has equal access to the same level of diabetes care and education, that allows effective self-management through the delivery of a national standard programme supported by diabetes teams that include psychologists and social workers.'

These Terms of Reference have been agreed by the core members of Aim 1 of the National Children & Young People's Diabetes Network Service Delivery Plan namely:

Miss Margot Carson – Children and Young People's North West Diabetes Network Manager
Dr Martha Ford-Adams – Co Chair of the Children and Young People's SEC and London Diabetes Network
Dr Alok Gupta – Co-Chair of the Children and Young People's SEC and London Diabetes Network
Dr Sanjay Gupta – Chair of the Children and Young People's Yorkshire and Humber Diabetes Network
Dr Piyusha Kapila – Chair of the Children and Young People's SEC and London Diabetes Network
Dr Michael McGuigan - Chair of the Children and Young People's North West Diabetes Network
Miss Emma Savage – Children and Young People's Yorkshire and Humber Diabetes Network Manager

Date Agreed: September 2020

Terms of Reference Review Date: September 2023

NB: subgroup membership names to be added in September 2021

Principles of working together in the National Children and Young People's Diabetes Network

The National Children and Young People's Diabetes Network is a collaborative group of clinicians and others coming together to share good practice to improve children and young people's diabetes care. It is expected that information and products will be shared freely and within the spirit of collaborative working both within the network and the wider NHS system. The 11 networks of the National Network namely: East Midlands, East of England, North East and North Cumbria, North West, South East Coast and London, South West, Thames Valley, Wales, Wessex and Yorkshire and Humber will work together to deliver a 5 year Service Delivery Plan encompassing 4 Aims.

Purpose of the National Children and Young People's Diabetes Network

- To improve diabetes care for all children and young people in England and Wales.
- To allow benchmarking of practice against national standards.
- To facilitate communication between Trusts for mutual support, sharing of good practice and peer-learning.
- To facilitate training and development.
- To facilitate national and regional audit and research.
- To encourage and support submission to National Paediatric Diabetes Audit.
- To undertake and support advocacy at a national level to increase the profile of paediatric diabetes at the Department of Health and with NHS England and NHS Wales.
- To support/encourage education events for all network members to bring cutting edge research to clinicians.
- To improve services in response to user need by ensuring that views of others, including parents, carers, patients and the voluntary sector, are able to influence the work of the National Network.

Governance

- Meetings will be held at least every four months via Microsoft Teams; these will have an agenda and minutes. All documentation before and after meetings will be available via the National Network's website and shared with core group members of Aim 1.
- The dates of meetings will be agreed well in advance to allow time for adjusting clinic dates and will be available via the website
- Each group will appoint a Chair to lead the meetings.
- The group will feed back to the core members of Aim 1
- That decisions made at meetings will reflect the opinions of those present at the meeting.
- If a group member is absent for a key decision this will be communicated to them by email. If there is no response or comment to this email within the required time, usually a week, agreement will be presumed.
- Any guidelines produced from the groups will be in line with NICE, ISPAD, ACDC and BSPED and the group will inform the core members of Aim 1 accordingly
- Each group should communicate primarily by email and via the National Website.

Subgroups

- Subgroups will be established by the core members to complete the work of Aim 1 in line with the agreed service delivery plan.
- Each subgroup will align with the National CYP Diabetes Network Delivery Plan Aim 1 and will not duplicate any work already being done by other Aims within the National Delivery Plan
- Each group will have a minimum of 2 core members from Aim 1.
- Each group will have a Chair/Lead from the membership of a regional network.
- The group membership will be made up of 1 member from each regional network and will include MDT members namely Nurse, Dietitian, Psychologist and Doctor. Each regional network representative will report back to their respective regional network. If two names are put forward (to allow for absence etc) then only one representative should attend meetings.
- Each group will have one regional network lead from each profession who will represent their respective regional speciality leads and will report back to their respective National Speciality Group. If two names are put forward (to allow for absence etc) then only one representative should attend meetings.
- Each group will also have official recognised stakeholders. Examples of these would be a parent representative officially recognised by FwDNN, Diabetes UK, NHS England, JDRF, NHS Wales, SWEET and ISPAD. The stakeholders invited will depend upon the project detailed within the agreed network work programme.
- The Aim 1 Core group will always be given an opportunity to comment on products and outputs from each group.
- Products and outputs from each group will be shared with the National Network when deemed appropriate by the Aim 1 core group.

Subgroup Membership

Aim 1 Core Group Members	Role	Network/Organisation	Email Address
	Clinical Lead		
	Clinical Support		
Piyusha Kapila	Clinical Support	London/SEC	piyusha.kapila@nhs.net
Margot Carson	Manager	North West	MargotCarson@nhs.net
Emma Savage	Manager	Yorkshire and Humber	Emma.Savage8@nhs.net

Name	Role	Network/Organisation	Email Address
Rachel Swindell	PDSN	East Midlands	r.swindell@nhs.net
Chidi Udemezue	PDSN	East of England	FedoraChidi.Udemezue@bedfordhospital.nhs.uk
Heather Gate	Dietitian	North East and North Cumbria	heather.gate@nhs.net
Caroline McNicholas	Dietitian	North West	caroline.mcnicholas@nhs.net
Laura Chatfield	PDSN	SEC	laura.chatfield3@nhs.net
Leah Brennan	Psychologist	London	leah.brennan@nhs.net
Yolanda Alin-Sahun	Consultant	South West	yolanda.alins-sahun@nhs.net

		Thames Valley	
Claire Baker	Dietitian	Wales	Claire.Baker@wales.nhs.uk
		Wessex	
Heather Holland	PDSN	West Midlands	heather.holland@geh.nhs.uk
Jenny Coupland	Dietitian	Yorkshire and Humber	jenny.coupland@nhs.net
		FwDNN	
		RCPCH	
Sally Rees*	Lead Nurse Wales	Lead Nurse	Sally.Rees2@wales.nhs.uk
Jennifer Brunsdon*	Lead Nurse SEC		jenniferbrunsdon@nhs.net
		Lead Clinician	
		Lead Psychologist	
Gillian Purcell	Lead Dietitian South West	Lead Dietitian	g.purcell@nhs.net
		SWEET	
		ISPAD	

***Only one lead nurse will attend meetings**