**North ICP Clinical Guidelines Governance Group**

**TERMS OF REFERENCE**

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| **Chairperson:** | TBA |
| **Membership:** | Newcastle Gateshead CCGNorth Tyneside CCGNorthumberland CCGNewcastle Hospitals NHS Foundation Trust (NUTH)Gateshead Health NHS Foundation TrustCumbria, Northumberland, Tyne and Wear NHS Foundation Trust (CNTW)North East Ambulance Service NHS Foundation Trust (NEAS)Northumbria Healthcare NHS Foundation TrustNorth of Tyne Area Prescribing Committee (APC)Northern Cancer Alliance (NCA)Academic Health Science Network for the North East and North ​Cumbria (AHSN NENC) |
| **Stakeholders:** | The Governance Group is a multi-stakeholder group comprised of members of the North ICP with a common collective purpose to support an approach to standardise and share guidelines across the ICP from one central source. Members will have either a strategic or operational role.Members of this group will ensure that key partners such as the GP Federations, Out of Hours Providers and any others as identified by stakeholders will be included in communications informing of progress of the project.The remit of the Governance Group is to be responsible for the progress of the guidelines project over the ICP footprint and enable task and finish groups when required, to be resourced by the ICP.  |
| **Frequency of Meetings:** | Bi-monthly  |
| **Quorum:** | The quorum for the group’s meetings is a minimum one third of Membership (present at meeting plus majority voting in advance) |
| **Purpose:** | * Ensure that current guidelines, patient information and service provision information are kept up to date and reviewed in a timely manner. To liaise with the ICP librarian re upcoming review dates of guidance that needs review/action and help provide reports of the actions of the group for wider stakeholders.
* Identify areas of variation/duplication in ICP guidelines which require a consensus view due to conflicting opinions on best care. Ensure such guidelines are reviewed to allow the creation of a single guideline, where possible.
* Overview the creation of new guidelines where none exist or where the evidence is poor, and there is identified need from clinicians and patients to improve quality of care. Identify appropriate task and finish groups for this work.
* To work with partner organisations to promote further collaboration across the ICS footprint and share learning.
* To take part in evaluations of the clarity TeamNet site and assess how guidelines are collated, stored and used, and advise on future improvements.
* Ensure relevant educational events take place to disseminate new guidelines/pathways/service provision and ensure learning is shared across the ICP area.
* To work with the ICP librarian to help develop links with all relevant stakeholders including primary care, foundation trusts, CCG clinical leads, Northern Cancer Alliance and Northern England clinical network reps.
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| **Accountability:** | ICP Clinical Reference Group |