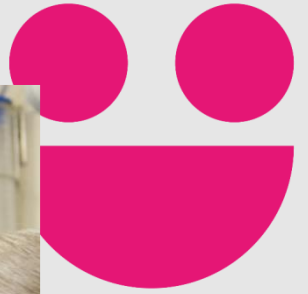


# Fetal Medicine Services Engagement Plan Proposed service change

- Operational Lead, Carol McInnes
- Clinical Lead, Mei-See Hon
- This engagement plan is specifically in relation to meeting our Statutory duties (Section 242) to engage the Public
- Engaging our staff, Commissioners, other services falls outside the remit of this work and is the responsibility of the Operational lead



# Engagement Plan

	Action	Further Information	Responsible Lead	completed by:
<b>PRE ENGAGEMENT</b>				
1	<b>Engagement Presentation</b>	To be developed and agreed by Operations/Centre manager with clinical input. To be draft to shared with the Head and Director of Public Participation Director. Presentation to be used to inform our stakeholders about the potential service change	Operational and Clinical Lead	<b>COMPLETED 24/07/23</b>
2	<b>Contact the ICS &amp; Health Board, and other Trusts (where appropriate) to advise of the potential service change and our engagement plans</b>	Discussion proposed service change with our Commissioners and the Powys Health Board (if the service change will impact Powys patients directly/indirectly)	Carol McInnes, Operational Lead	<b>COMPLETED LMNS – 17/07/23 ICS Commissioning Working Group – 20/07/23</b>
3	<b>Contact the external public stakeholders to advise of the proposal potential service change</b>	Email to be sent the following organisations to advise them of the proposal: Joint Health Overview and Scrutiny Committee, Health and Wellbeing Boards, Healthwatches, Community Health Council Shropshire and T&W Patient Groups	Email to be sent by Public Participation Team	<b>COMPLETED</b>
4	<b>Brief our Communications Team</b>	Discussion with our communications team to make them aware of the potential service	Charlotte Robertshaw	<b>COMPLETED July 2023</b>

# Engagement Plan

	Action	Further Information	Lead	completed by:
<b>ENGAGEMENT</b>				
5	<b>Website</b>	A proposed service change webpage to be developed on SaTH website. The webpage to include: Presentation, patient survey, draft EQIA, and Engagement Plan. Documents to be upload when completed	Public Participation Team	
6	<b>Equality Impact Assessment (EQIA)</b>	A draft EQIA to be developed by operational and clinical team. Input from the Public Participation Team. EQIA to be submitted to the Public Assurance Forum for feedback and Assurance Meet with the EDI Advocate group to present draft EQIA	Operational Lead  Head of Public Participation	<b>COMPLETED</b>

# Engagement Plan

	Action	Further Information	Lead	completed by:
	<b>ENGAGEMENT</b>			
7	<b>Update to our community members</b>	Provide an briefing via update email to our 3000 community members (these include town and parish councils).	Head of Public Participation	September Update
8	<b>GP Engagement</b>	Email our GPs to advise of potential service change and notify them of any stakeholder meetings	Operational Lead	
9	<b>Stakeholder event</b>	To Stakeholder events to be organise with Clinical and Operational attendance to present the proposed service change. Invite to include relevant patient groups and Public Assurance Forum members.	Head of Public Participation  Operational Lead  Clinical Lead	4 <sup>th</sup> August stakeholder meeting  PAF – 9 <sup>th</sup> October

# Engagement Plan

	Action	Further Information	Lead	completed by:
<b>ENGAGEMENT - EVENTS</b>				
<b>EVENTS BRIEFING – For all public/stakeholder meetings there should be clinical and operational attendance. It’s the responsibility of the operational lead to arrange both clinical and operational attendance. The Head of Public Participation will liaise stakeholders and with the operational lead around attending events and the dates/availability.</b>				
10	<b>Public Assurance Forum</b>	Clinical and operational team to present the proposed service changes. EQIA to be presented to the Public Assurance Forum for feedback and Assurance	Director of Public Participation  Operational Lead  Clinical Lead	<b>9<sup>th</sup> October</b>
11	<b>Attendance at external meetings to discuss the potential service change</b>	Various – to include patient groups, community groups and Parish Councils	Head of Public Participation  Operational Lead	<b>TBC</b>
12	<b>Joint Health Overview and Scrutiny Committee</b>	Presentation by Clinical/Operational team on proposed service change to the JHOSC. Engagement Report to be developed and submitted to JHOSC.	Director of Public Participation Head of Public Participation  Operational Lead	<b>TBC</b>