



# College of Psychiatrists of Ireland

Wisdom • Learning • Compassion

## REFOCUS CPSYCHI

### Recovery Experience Forum of Carers and Users of Services

A committee of psychiatrists and those with lived experience of the mental health services, as family members or carers and users of services.

## Terms of Reference

### Aim:

*Working within the College to inform and guide psychiatrists towards the highest standards in training, ongoing competence and day to day practice.*

### Objectives:

1. Improve mutual understanding and respect between College Psychiatrists/College members and those who use services.
2. Contribute to the training of College members.
3. Contribute to the development of good practice guidelines for College members.
4. Learn more about Psychiatry.
5. Signpost to a wider constituency of service users and family members.
6. Preparation and publication of papers.

Joint-Chair: Dr Anne Jeffers

Joint-Chair: Ms Kara Madden

The role of the joint-chairs will be to plan the agenda and content of meetings as well as joint-chair the meetings. Joint-chairs are one psychiatrist (College member) and one nominated from and elected by the group.

**Administration:** College team members - Andrea Ryder and Mary Hayes

### Committee Members (2017):

George Bridges, Jeannine Webster, Christine McCabe, Angela Dooley, Julie Healy, Brian McNulty, Diarmuid Ring, Kara Madden, Tony Blackmore, Louisa Corr, Eileen McCloskey, Kevin Jones, Laura Louise Condell, Rick Rossiter, Clodagh Power, Marina Bowe, Verena Bowe, Mia McLaughlin, Marie Oppoboan, William Flannery, Anne Jeffers, Mary Hayes, Andrea Ryder. (Note: original and previous members now resigned from group - Neil Powell, Colette Fahy, Lisa Butterly, Vivienne Dick, Karen Cobbe, John Casey, John Dixon, John M. Kidney, Ciarán Crummey, Patricia O'Mahoney, Brian Hartnett, Ciaran Cobbe, Micheál Clesham, and one other service user).

### **Terms and Conditions for Committee members:**

Full Membership will be for two years. Members will be expected to become involved in at least one project and/or activity of the committee in each year. Membership may be as an individual or as a nominee from an organisation. Members can leave at any time; this should be handled with sensitivity. New members will be considered after two years. Members can carry out three terms of two years.

Affiliate Membership is open to former members. Affiliate members can attend meetings once a year and can participate in papers through email.

### **Accountability:**

The Joint Chairs of the Committee report to the Director of External Affairs & Communication. The Director reports to the College Management Committee and to College Council. Committee activity will be informed by the College Communication Strategy and the Codes of Practice for the Forum.

### **Meetings:**

There are four to five meetings a year commencing 9.30am and finishing 4.00pm. Service users and carers will meet together. This means some members will require overnight accommodation. This will be reviewed over the next year.

### **Meeting Documentation:**

Members will be contacted one month in advance inviting agenda items. The agenda will be sent to committee members one week in advance. Minutes will be sent out within one month of the meeting to be reviewed at the following meeting. Any amendments to the minutes can be made at the start of the next meeting. Minutes will be sent to the College Management Committee and REFOCUS meetings/activity will be an agenda item of the EAP committee meetings. Some business may be conducted via email. Sub work group meetings will take place at the College premises or at a REFOCUS meeting or on the eve of or after a REFOCUS meeting.

### **Remuneration / Expenses:**

Remuneration has been agreed by council as follows: At the end of the year, an honorarium will be given to members, for attendance at the Forum meetings. Members of the Forum who present at training days or conferences other conferences will be reimbursed any expenses incurred and will have conference fees waived for the day they present as with other procedures for presenters. Travel and accommodation expenses for meetings will be covered for those who require it for attending meetings.