

RCN Diabetes Forum: Steering Committee Team Charter

Forum philosophy

RCN Forums are networks of RCN members with a particular nursing specialty or with like interests. They enable members of the nursing team to come together and help to shape the world of nursing practice and policy.

We cover a wide range of diabetes related health issues which impact on patients from all ages covering both primary and secondary care settings.

We aim to advocate for diabetes care for all professionals, both specialist and non-specialist delivering health care.

The Diabetes Forum is committed to supporting Equality and Diversity. As such we will ensure that all aspects of the forums activities promote inclusivity recognising the different skills, experience and cultural beliefs of healthcare professionals in a variety of settings.

We recognise the diversity of needs and expectations associated with delivering a high quality, holistic approach to health, and hope to empower professionals and patients to access the best available healthcare.

knowledge. All RCN members, including students and health care practitioners, can join us, and help to make a positive difference in shaping policy and practice around aspects of diabetes care.

Forums work to develop nursing policy and practice - and ultimately to improve care - in many ways. Forum work to support members for diabetes by:

- Promoting best practice in diabetes nursing.
- Leading the development of diabetes nursing practice.
- Promoting the nature, scope and value of diabetes nursing.
- Educating nurses and health care professionals and improving the quality of compassionate patient care.
- Influencing changes in diabetes nursing that will benefit both patients and nurses.
- Supporting patients in the self-management of diabetes.
- Supporting nurses living with diabetes in the workplace

Steering committees carry out this work through funding allocated by the Forums Governance Group. This group ensures that the work of the forums helps the RCN meet its strategic objectives.

RCN remit:

Support professional learning and development of diabetes nursing as a specialty.

Provide diabetes nursing expertise and input to RCN.

Shape national policy including collaboration with external stakeholders.

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Forum member roles and responsibilities	
Name	Specific responsibilities
	<ul style="list-style-type: none"> Committee meetings Leadership and oversight to the forum outlining the responsibilities of committee members for projects By relevant documentation as per RCN Chair ments and delegate to relevant individual committee as correspondence and activities to committee with relevant expertise and experience professional lead on a mutually agreed regular discuss workplans and project updates the RCN Diabetes social media accounts adding relevant to the work of the forum over a regular period ambassador for the forum promoting the interest of the at relevant opportunities
Amanda Williams	



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Forum operating guidelines:

Emails	Clear subject headings including response required by what date (e.g. FYI, for action, for review, for decision by x). If email is urgent or need a response also phone or text. Chair to delegate emails to individuals with correct expertise as required with deadline for response if unable to meet deadline to make chair aware as soon as possible
Progress updates	Where possible appropriate deadline for responses or actions will be added to all correspondence to ensure completion as per Chair request however if unable to meet deadline to make chair aware as soon as possible
Teleconferences	In the month between teleconferences, share short progress update with colleagues

Action plans

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