

NHS FIFE BEREAVEMENT REVIEW GROUP ROLE AND REMIT

Membership

Associate Director of Nursing OD (Chair)
Chaplain / Spiritual Care Provider
CHP Bereavement Lead *3
Paediatric/Neonatal Rep
Funeral Director
PPDU/Training Representative
Patient Relations
Human Resources
Mortuary Representative
Third Sector Representative –Cruse Scotland
Public Representative

- Members should identify a deputy if they are unable to attend a meeting.
- Other members will be co-opted onto the group where appropriate/relevant

Quorum

The group shall be considered quorate providing a minimum of 4 core members are present.

Frequency of Meeting:

BI-Monthly with a move to Quarterly

Role

The Bereavement Review Group will review issues related to Bereavement Care in line with the local implementation of Shaping Bereavement Care. This is aimed at supporting activity already underway and to identify areas which require further development to promote a quality delivery of bereavement care across NHS Fife.

Remit

- Review continued delivery of the recommendations within Shaping Bereavement Care.
- Review local issues identified by the group members from each of the operating units in NHS Fife
- Review themes emerging from public feedback including complaints
- *Provide an annual report to the NHS Fife executive lead outlining developments, areas of good practice. Issues arising and any subsequent action will also be recorded.*
- Ensure core membership is complimented as appropriate to facilitate progress and the interagency sharing of information and good practice
- Maintain strong links with related agenda e.g. Living and Dying Well

Accountability

Minutes will be taken at all meetings and approved at the next scheduled group meeting. An annual update of the activity of this group will be provided to NHS Fife Executive Lead for Bereavement. This update will also be shared with Fife Palliative Care Steering Group. Group members are expected to share progress and update their own areas of responsibility and/or area they represent. *(will discuss Bereavement steering Group line with Exec lead)*

Key working relationships:

Clinical Staff
Patients / Relatives / Public
External Partners

Date Agreed:

Review Date: