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**Maternal Medicine Group**

**Northern England Clinical Network (NECN)**

**TERMS OF REFERENCE**

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| **Chairperson/s:** | Chair: Marie Smith  Vice Chair: Deepika Meneni  Positions to be reviewed 3 yearly  Next review date: August 2021 |
| **Membership:** | Obstetric and Physician representatives from every provider Trust in  Northern England Clinical Network |
| **Frequency of Meetings:** | Quarterly |
| **Quorum:** | TBA |
| **Admin:** | Action Points  Minutes |
| **Purpose:** | To bring together health care professionals to discuss the management of patients with complex medical problems during pregnancy; to share good practice, review the evidence base, agree and standardise regional guidelines and referral pathways, as well as facilitating the regional implementation of national guidance, recommendation and policies.  To discuss and make recommendations to the Maternity Clinical Advisory Group.  To advise CCGs / Specialist Commissioning/LMS/wider system with regards to the commissioning of services for pregnant women with complex medical problems. |
| **Accountability:** | |  |  | | --- | --- | | **Maternal Medicine Group Accountable to:** | Clinical Advisory Group | | **Chair Accountable to:** | Network Clinical Lead (Obstetrics)  Network Clinical Director | |
| **Ownership of Group Projects and Initiatives:** | All projects, initiatives and outcomes will be owned by each member of the group that has taken part in the group project or initiative. |
| **Ways of Working Together:** | All relationships must be handled in an open and transparent manner, which comply with the requirements of guidance issued by the Department of Health. Healthcare professionals have a responsibility to comply with their own codes of conduct at all times. |
| **Communication Arrangements:** | Agenda will be circulated at least 1 week prior to meeting  Agenda items to be added 2 weeks prior to meeting  Action points will be taken and circulated no later than 2 weeks after meeting.  An update from each meeting will be communicated by the chairperson at the subsequent Maternity Clinical Advisory Group. |
| **Declaration of Interest:** | The general principle is that all potential or perceived conflicts of interest should be declared. |