

Family Forum Information

Additional details:

Family Forum Terms of Reference

1. To involve families in the development of children's disability services in their local Children's Disability Network through:
 - The expression of ideas for future service development and improve existing services
 - Identification of issues and ideas for service development and/or enhancement
2. To elect two Family Representatives who will meet the Children's Disability Network Manager (CDNM) regarding Network issues and ideas raised by the Family Forum, and will join the Family Representative Group at area level
3. To share information on:
 - Service provision, governance and access
 - Community supports
 - Rights of the child and the family
 - Other relevant topics of interest
4. To facilitate networking and sharing knowledge and experiences amongst families.

Family Representative Role

1. Represent their Family Forum by expressing their views, concerns and suggestions for improvements based on collation of general areas and themes from the forum.
2. Represent all issues and ideas raised by families
3. Give feedback to families about issues and ideas raised and resulting actions

Family Representative Group Terms of Reference

1. For the 2 elected Family Representatives from each network in the CHO 3 (Clare, Limerick and North Tipperary area) to learn and share feedback from the various different Family Forums
2. To co-ordinate attendance of two Family Representative Group members at each CHO 3 Children's Disability Networks Governance Group meeting
3. Representatives of the Family Representative Group to meet with the CDNMs Operational Management Group no less than four times per year to raise issues for discussion and resolution at appropriate levels of the governance structure
4. To develop a feedback template for feedback to the family forums

Procedure for selection of Family Representatives

1. Two Family Representatives will be elected every 12 months. Family members can serve more than one term if they choose to nominate themselves again for the role.
2. A nomination form will be sent to all families once a year, together with the invitation to the next Family Forum.
3. Family members who wish to nominate themselves should complete the nomination form and return to the CDNM two weeks before the Family Forum.
4. Two representatives will be elected from those who have been nominated by those in attendance at the family forum. The Election will be conducted by the independent facilitator.

Children's Disability Network Team Blackberry Park Family Network Meeting



What is the Family Forum?

A place for families to discuss issues and ideas:



The Family Forum is a place for families linked with the team to discuss general issues and ideas about the children's disability services we offer.

How often does the family forum meet and who attends?



The Family Forum will meet four times a year in 2024. It is open to parents and carers of every family we support. The forum is facilitated by someone who does not work in our Children's Disability Network Team. The Children's Disability Network Manager will also attend each meeting.

How can I get involved?



You will receive an invitation to every Family Forum. You can attend as many as you like to share your thoughts and ideas.

If you would like to become more involved, you can nominate yourself to stand for election as a family representative.

What does a Family Representative do?

Two Family Representatives are elected by the Family Forum. They meet with the Children's Disability Network Manager to discuss issues and ideas raised at the Forum and attends meetings of the larger Family Representative Group in Limerick, Clare and North Tipperary (CHO 3).

Specific concerns regarding your child:



The Family Forum discusses general issues and ideas for service development only. If you have specific concerns about your child, or wish to make a complaint about the service, you should speak with the Children's Disability Network Manager, Olive Barry.

Contact us with any questions:



Blackberry Park Disability Network Team

Phone: 061-498161

Email: blackberry.reception@hse.ie



Could you be the voice of families?
Self-Nomination Form
Family Representatives
Family Forum for Blackberry Park Children's Disability Network Team

The **Blackberry Park CDNT Family Forum** will elect two Family Representatives. Please read the attached "**Role of the Family Representative**" and if you are interested in this role, we would welcome your self-nomination by **13th June 2024**. All those received will be shared in advance with invitees to the Family Forum and an election process will take place during our second Family Forum meeting in June 2024.

Please signal your interest by:

- By e-mail to blackberry.reception@hse.ie (with the subject line: Family Forum Nomination) by 14th June.
- Alternatively, call the service to signal your interest.

Name:

Address:

Email:

Phone:

Age of your child or children with complex needs:

What in broad terms is the nature of your child's disability?

Which CDNT does your child attend or is waiting to attend?

Please answer the following four questions about your experience and interest in the role using less than 300 words for each question.

1. Have you been involved in advocacy on behalf of others? If so please describe.

2. Tell us about your experience of taking part in groups and committees. Include any local, social, work or professional groups as well as disability services.

3. Tell us about other relevant experience

4. Tell us about your interest in being a Family Representative on your local Family Forum and Regional Family Representatives Group.