Draft Terms of Reference to describe the purpose and scope of the Independent Inquiry

**Purpose**
To inquire into the accessibility, safety, quality and current standards of care provided by Mental Health Services in NHS Tayside, and report on the findings.

**Scope**
The scope of the Independent Inquiry will incorporate a review of end to end service pathways covering, General Adult Psychiatry Services (GAPs), Child and Adolescent Mental Health Services (CAMHS) and Suicide Prevention Services.

The inquiry will not extend to Psychiatry of Old Age and Learning Disability Services.

The main focus will be on inpatient, outpatient and community mental healthcare but will extend to wider mental health services as appropriate, and, specifically in relation to suicide prevention, to the multi-agency approach.

**Principles**
This Inquiry will look at ‘end to end’ services and have the following five guiding principles:

1. be open and transparent
2. include and involve staff from NHS Tayside, its partners and Third Sector providers
3. include and involve patients and their families
4. be truly independent
5. include a public call for evidence to ensure everyone’s voice is heard

The Inquiry will have full access to all the material it seeks.

**Focus**
The Independent Inquiry will:

- Examine the accessibility, safety and quality of the current standards of care provided by NHS Tayside Mental Health Services which include General Adult Psychiatry Services (GAPs), Child and Adolescent Mental Health Services (CAMHS) and Suicide Prevention Services
Consider all the information which is available from the various published and unpublished reviews, inspection reports and investigations which have so far concluded.

Specifically review the recommendations from recent NHS Health Improvement Scotland and The Mental Welfare Commission inspection reports and assess their implementation Review progress towards implementation of both Health Improvement Scotland and the Mental Welfare Commission recommendations and improvement plans.

Consider the evidence of, and give voice to, families, patients, carers and people who have had lived experience of suicide or involvement with in-scope mental health services within Tayside, providing opportunities for them to bear witness to the Inquiry and having regard to the need to provide appropriate support in doing so.

Consider the perspective and evidence of people who are engaged in the provision of in-scope mental health services and to create opportunities for staff engagement and reflective practice.

Establish a Stakeholder Participation Group to oversee the involvement and engagement of the agreed range of stakeholders.

Establish a Clinical, Managerial and Staff Participation Group to oversee the engagement of clinical and non-clinical staff.

Undertake a public call for evidence, ensuring the widest possible opportunities for people to provide their evidence in a sensitive manner.

Draw appropriate balanced conclusions on the data, evidence and the testimony of those who have contributed to assess and evaluate the outcomes of the inquiry.

Consider whether the services appropriately and adequately met the needs of people with mental problems or at risk of suicide and the extent to which the services were provided in accordance with established quality and care standards, safely and effectively, taking such expert advice as required to understand current and contemporaneous best practice.

Offer opinion as to whether the current improvement plans adequately address staff concerns who work within mental health services.

Offer opinion as to whether the current improvement plans adequately address patients’ families’ and carers’ concerns regarding quality of care within mental health services.
○ Offer opinion as to whether future NHS Tayside Mental Health Services will be of the highest standard and provide the necessary care when people are in vulnerable circumstances.

○ Advise on any further action needed to address the findings of the Inquiry

○ Investigate whether NHS Tayside’s strategic and operational risks describe an appropriate level of risk management for mental health services.

○ Disclose, where appropriate and in line with security and data protection protocols, any documents which were considered as part of the inquiry, ensuring that all personal and sensitive information will be appropriately protected and will be made available only to those who need to see it

○ Produce regular reports, an interim report by September 2018 and a final report by the end of 2018

Specific Terms
The Inquiry shall:

○ Be led by an Independent Chair

○ Conduct the work of the Inquiry in as transparent a manner as possible, consistent with the effective investigation of the matters falling within the terms of reference, and having regard to all the relevant duties of confidentiality.

○ Be supported by a commissioned resource provided by The Health and Social Care Alliance Scotland (The ALLIANCE)

○ Be supported by an Independent Secretariat function commissioned to provide a Secretary to the Inquiry, secretarial support, planning and programme management, communications and facilities, including a small team of officers to support the Independent Chair and the Inquiry.

○ Receive Professional advice and guidance from an independent professional advisor from outwith Tayside

○ Last up to seven months, ending no later than 31 December 2018, unless there is approval from the Chairman and the Chief Executive, NHS Tayside to extend this.

○ The Independent Chair of the Inquiry and the Secretary to the Inquiry will provide an update at the end of September 2018 and a draft report by the end of December 2018

○ The personal details of individuals should be anonymised.

○ The inquiry report will be published.