

# Expression of Interest

## Family Advisory Council

---

**We are currently inviting applications for Consumer Representatives to join the Children's Health Queensland (CHQ) Family Advisory Council (FAC).** We especially encourage those who identify as Aboriginal or Torres Strait Islander, culturally or linguistically diverse or from a rural and remote area to apply, to support the diversity of experience of the council.

CHQ has a long history of engaging with consumers and recognise the benefit of involving both consumers and community representatives in healthcare planning, delivery and review of services.

### The aims of the FAC are to:

- Work in partnership with staff to achieve a family-centred care approach to service planning and delivery.
- Represent the interests and diversity of families using CHQ services.
- Provide independent guidance to the Health Service Chief Executive on significant issues and recommendations of a systemic nature, from a child, youth and family perspective which it would like the health services executive committee to action.
- Contribute to the wider agenda for the development of children's health services in Queensland.

### Why become a consumer representative on the FAC?

- To make a positive difference and give back
- To work with the CHQ executive leadership team to make service improvements
- Provide a consumer perspective to improving health services and the experience of all families using CHQ services
- Gain valuable experience and skills in health governance and a strategic committee.



## Skills and experience

This position would be best suited to applicants with the below skills and experience:

- Experience in health as a patient, parent or carer is essential.
- Strong commitment and passion for safe, high quality, family-centred health services.
- The ability to articulate a consumer perspective in a positive and respectful way and appreciate different perspectives expressed within the committee.
- Experience working in a committee or group (helpful).
- Systems-focused and future-focused (helpful).
- The ability to think and act strategically with the ability to understand and contribute to the strategic direction of CHQ (helpful).

## Your key responsibilities

FAC members are expected to:

- Adhere to the FAC Code of Conduct.
- Contribute to the provision of advice and guidance to the CHQ Executive and staff in relation to CHQ services and policies particularly to ensure alignment with family-centred care.
- Provide feedback from a parent/carer's perspective on materials and resources destined for families.
- Contribute to the co-design of activities to improve the experience of families using CHQ.
- Promote the goals and functions of the FAC as a way for families to provide feedback on health services.
- Attend either by teleconference or in person, a minimum of 7 meetings per year.
- Contribute at meetings and provide advice within the requested time frames.
- Provide an apology via the FAC secretariat if unable to attend meetings.
- Undertake any required background checks required by Queensland Health; and
- Maintain confidentiality always.



## Time commitments

The average monthly time commitment is:

- 3-hour meeting commencing at 5.30pm, generally held on the second Monday of the month and attending either in person, via teleconference or via video conference.
- Between 2 and 4 hours of pre-reading, preparation and feedback out of session.
- One planning day per year generally held on a Saturday in late July.
- FAC member appointments are for a two-year period and members are then able to reapply.

## Application process

Please return the Register Your Interest Form to [CHQ\\_PatientExperience@health.qld.gov.au](mailto:CHQ_PatientExperience@health.qld.gov.au) by **30<sup>th</sup> June 2019**. The FAC Co-Chairs and the CHQ Executive Sponsor will review your application and provide feedback to all applicants.

## For further information

If you would like to speak with a member of the Family Advisory Council about this opportunity, please contact [CHQ\\_PatientExperience@health.qld.gov.au](mailto:CHQ_PatientExperience@health.qld.gov.au).



# Consumer Representative – Family Advisory Council

## Register Your Interest

---

### Contact details:

<b>Name:</b>			
<b>Postal address:</b>			
<b>Email:</b>			
<b>Preferred phone:</b>		<b>Other phone:</b>	

### Information about you:

**Gender**    Female    Male

**Date of Birth** (*optional*) \_\_\_\_\_

**Are you a:**    Patient    Parent    Carer    Relative  
 Other (*please specify*) \_\_\_\_\_

▪ I identify as an Aboriginal and/or Torres Strait Islander (*optional*)       Yes       No  
If yes, please provide details:

\_\_\_\_\_

▪ I am a person from a Non-English Speaking Background (*optional*)       Yes       No  
If yes, please provide details:

\_\_\_\_\_

▪ I identify as a member of a cultural or ethnic group       Yes       No  
If yes, please provide details:

\_\_\_\_\_

▪ I am a person with a disability (*optional*)       Yes       No  
If yes, please provide details:

\_\_\_\_\_



Please list services you or your child/children have or continue to use or may potentially use in the future at Children’s Health Queensland Hospital and Health Service (CHQ). Please indicate if you have a specific area of interest.

---

---

---

Please list any other background or experience you have (e.g. Committee member, Advisory Group, other).

---

---

---

How do you think you can make a difference being involved?

---

---

---

**Thank you for taking the time to complete this registration form. Please email or post:**

Consumer Engagement Officer  
Children’s Health Queensland Hospital and Health Service  
501 Stanley Street  
Brisbane QLD 4101  
Telephone: 07 3068 4952  
Email: [CHQ\\_PatientExperience@health.qld.gov.au](mailto:CHQ_PatientExperience@health.qld.gov.au)

By completing and submitting the Registration Your Interest Form, you have consented to having your personal details added to the CHQ Consumer Engagement Register.

Your personal details will remain confidential and will only be used for the purposes of consumer engagement activities coordinated by CHQ.

You can accept or decline any offer to participate and at any time your details can be removed from the CHQ Register on your request.

