

TERMS OF REFERENCE

NSLHD Child Wellbeing and Child Protection Reference Group

1. TITLE

NSLHD Child Wellbeing and Child Protection Reference Group

2. PURPOSE

Provide advice to the Chief Executive regarding child protection policy and practice

Provide a forum for key service groups within the LHD to discuss LHD wide child protection issues

Communicate developments in child protection policy and practice

Monitor and support training of health service staff in delivering child protection responsibilities

Support the development of intra and interagency linkages and collaborative practice opportunities

Actively assist and promote implementation of significant reform programs such as Keep Them Safe

Monitor performance of LHD services in discharging child protection responsibilities

3. RESPONSIBILITIES

Ensure NSLHD Child Wellbeing, Child Protection and Domestic and Family Violence policy procedure and practice complies with current NSW legislation and NSW Ministry of Health Guidelines.

Support culturally sensitive practice and ensure that cultural sensitivity is acknowledged and practiced in all child wellbeing, child protection and domestic and family violence policy and procedure

Assist in the communication of key information regarding child wellbeing, child protection and domestic and family violence policy, procedure and practice

Provide information and support staff to understand key NSW interagency processes and frameworks operating in relation to child wellbeing, child protection and domestic and family violence.

Support NSLHD wide consultation and information sharing processes.

Set standards at a NSLHD level ensuring policy and procedure is implemented in a consistent manner

Consider policy and procedural implications of reports relating to reviews and audits

Consider and respond to reports from national state and local authorities relating to child protection and child wellbeing

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Identify and monitor training needs and training effectiveness

Ensure systems for the management of child protection information are effective and data is linked to appropriate service planning mechanisms

4. MEMBERSHIP

Chair: Director of Primary and Community Health

Director Child, Youth and Family

Network Manager or delegate Child, Youth and Family

Network Manager or delegate Maternal, Neonatal and Women's Health

NSLHD Director or delegate Child and Youth Mental Health

NSLHD Clinical Director or delegate Mental Health Drug and Alcohol Services

Network Manager or delegate Emergency Medicine

Delegate Drug and Alcohol Services

Chair Hornsby Ku-Ring-Gai Child at Risk Committee

Chair Northern Beaches Child at Risk Committee

Chair NS/Ryde Child at Risk Collaborative Practice Group Committee

NSLHD Director or delegate Aboriginal Health

NSLHD Director or delegate Oral Health

NSLHD Manager or delegate Child Protection Services

NSLHD Child Wellbeing Coordinator

NSLHD Out of Home Care Coordinator

NSLHD Manager Health Information Service

NSLHD Manager or delegate Families NSW

NSLHD Manager or delegate Women's Health

NSLHD Youth Health representative

General Practice representation

Corresponding Members:

NSLHD Network Director Maternal, Neonatal and Women's Health

NSLHD Network Director Critical Care

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- 5. CHAIR**
Director of Primary and Community Health
- 6. EXECUTIVE SPONSOR**
NSLHD Director of Operations
- 7. COMMITTEE SECRETARIAT**
NSLHD Manager Child Protection Services
- 8. QUORUM**
Fifty per cent plus one
- 9. FREQUENCY OF MEETINGS**
Quarterly
- 10. REPORTING COMMITTEES**
NSLHD Executive Management Team
- 11. METHOD OF EVALUATION**
Annual evaluation – utilising NSLHD approved Committee Evaluation format
Record of attendance at meetings