

Crisis care review consultation plan

Consultation period: 1 December 2005 – 17 March 2006			
TARGET GROUP	ACTION	WHEN	CO-ORDINATED BY
SLaM Trust Board	Agree consultation document and timetable	29 Nov 2005	Zoe Reed , Director of Developing Organisation and Community (SLaM)
Steering Group	Circulate final copy of consultation document and supporting information	30 Nov 2005	Jane Courtney , Developing Organisation and Community (DOC) Unit Business Co-ordinator, SLaM
SLaM staff	Publish consultation document and supporting information on SLaM intranet, with facility to submit comments online	1 Dec 2005	SLaM Communications Department / On-line Services Department
General public	Publish consultation document on SLaM website	1 Dec 2005	SLaM Communications Department / On-line Services Department
Southwark service users and staff	Copies of consultation document and poster to be distributed to SLaM Southwark mental health services e.g Community Mental Health Team bases, outpatient areas	w/c 5 Dec 2005	Isobel Morris , Director of Southwark SLaM services

TARGET GROUP	ACTION	WHEN	CO-ORDINATED BY
Scrutiny members	<p>Copies of consultation documents to be distributed to Lambeth, Southwark, Lewisham and Croydon joint scrutiny committee</p> <p>Will the Scrutiny committee require a presentation from SLaM about the consultation process at this stage?</p>	30 Nov 2005	<p>Jane Courtney, Developing Organisation and Community (DOC) Unit Business Co-ordinator, SLaM</p> <p>Who is the contact point for the joint Scrutiny committee?</p>
Lambeth service users and staff	Copies of consultation document and poster to be distributed to SLaM Lambeth mental health services e.g Community Mental Health Team bases, outpatient areas	w/c 5 Dec 2005	Patrick Gillespie , Director of Lambeth SLaM services
Southwark carers	Copies of consultation document and covering letter to be distributed to Southwark carer networks	w/c 5 Dec 2005	Isobel Morris , Director of Southwark SLaM services
Lambeth carers	Copies of consultation document and covering letter to be distributed to Southwark carer networks	w/c 5 Dec 2005	Patrick Gillespie , Director of Lambeth SLaM services

TARGET GROUP	ACTION	WHEN	CO-ORDINATED BY
Southwark GPs	Send copies of consultation document and supporting information	w/c 5 Dec 2005	Tamsin Hooton , Southwark PCT
Lambeth GPs	Send copies of document and covering letter	w/c 5 Dec 2005	Denis O'Rourke , Lambeth PCT
General public	Copies of document and covering letter to be distributed to public libraries	w/c 5 Dec 2005	SLaM Communications Department
Southwark Police	Send copies of consultation document and covering letter	w/c 5 Dec 2005	Isobel Morris , Director of Southwark SLaM services
Lambeth Police	Send copies of consultation document and covering letter	w/c 5 Dec 2005	Patrick Gillespie , Director of Lambeth SLaM services
Southwark voluntary organisations	Send copies of consultation document and posters with covering letter	w/c 5 Dec 2005	Isobel Morris , Director of Southwark SLaM services
Lambeth voluntary organisations	Send copies of consultation document and posters with covering letter	w/c 5 Dec 2005	Patrick Gillespie , Director of Lambeth SLaM services

TARGET GROUP	ACTION	WHEN	CO-ORDINATED BY
Southwark MPs	Send copies of consultation document.	w/c 5 Dec 2005	Isobel Morris , Director of Southwark SLaM services
Lambeth MPs	Send copies of consultation document and covering letter	w/c 5 Dec 2005	Patrick Gillespie , Director of Lambeth SLaM services
SLaM Patient and Public Involvement Forum	Send copies of consultation document	w/c 5 Dec 2005	Jane Courtney , Developing Organisation and Community (DOC) Unit Business Co-ordinator, SLaM
All SLaM staff	Include details of consultation in weekly e-bulletin (circulated to c5,000 staff)	5 Dec 2005	SLaM Communications Department
Croydon and Lewisham mental health services (SLaM)	Consultation process to be placed on agenda at SLaM Service Directors Executive meeting: to include discussion about how best to involve Lewisham and Croydon stakeholders	Dec 2005?	Zoe Reed , Director of Developing Organisation and Community (SLaM).
SLaM staff, partner agencies and service users	Include details about consultation in SLaM monthly newsletter (hard copies distributed across the Trust and to partner agencies, and published on the intranet and website)	Jan 2005	SLaM Communications Department

TARGET GROUP	ACTION	WHEN	CO-ORDINATED BY
Institute of Psychiatry staff	Article about consultation process in IoP in-house magazine 'Viewpoint'	Jan 2005	Communications Department to liaise with 'Viewpoint' editor Jane Smith
Staff working within Southwark integrated mental health services (including Emergency Clinic staff, CREST teams)	Meetings with staff to discuss consultation options	Dec/Jan 2005	Isobel Morris , Director of Southwark SLaM services
Staff working within Lambeth integrated mental health services	Meetings with staff to discuss consultation options	Dec/Jan 2005	Patrick Gillespie , Director of Lambeth SLaM services

Post consultation		
ACTION	WHEN	CO-ORDINATED BY
Responses to the consultation should be carefully analysed for: (1) possible new approaches to the issues consulted on (2) further evidence of the impact of the proposals (3) levels of support among particular groups	w/c 20 March 2005	Isobel Morris , Director of Southwark SLaM services Patrick Gillespie , Director of Lambeth SLaM services
Produce report on responses to the consultation process and recommendation	w/c 20 March	Isobel Morris , Director of Southwark SLaM services Patrick Gillespie , Director of Lambeth SLaM services
Report on responses to the consultation process to be tabled at South London and Maudsley NHS Trust Board	28 March 2005	Isobel Morris , Director of Southwark SLaM services Patrick Gillespie , Director of Lambeth SLaM services
Consultation report and outcome to be published on SLaM website	29 March 2006	SLaM Communications Department
All individuals / groups who submitted comments about the consultation to receive a copy of the final report and outcome	w/c 3 April 2006	Jane Courtney , Developing Organisation and Community (DOC) Unit Business Co-ordinator, SLaM