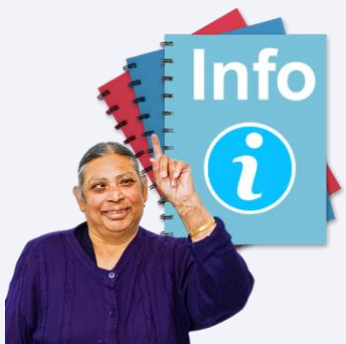




Hello, we are excited you are interested in joining our Learning Disability and Autism Advisory Group.



This information pack tells you about our group and about how you tell us you would like to join.



Please read this information pack before completing the form.



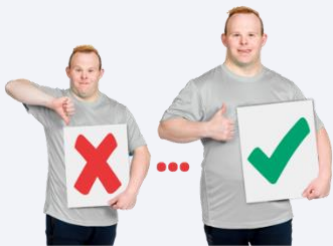
If you want any help with reading this information or filling in the form, you can contact us on engage@nhs.net or phone 0113 824 9686.



The group advises NHS England to make sure the work we do improves the health of autistic people and people with a learning disability.



It aims to inspire better involvement of people with a learning disability, autistic people, and family carers in the work of the NHS.



We want to improve people's healthcare and health.



You can [see examples of the work](#) the group has been involved in and the difference it has made.



We also involve people through our Learning Disability and Autism Forum.



There are 4 documents in this introduction pack.



1. This letter



2. A document about the group and how it works – the terms of reference

3. A form to tell us about yourself and why you want to join the group – an expression of interest form

4. A form to help us make sure everyone is treated fairly – diversity monitoring

Who we are looking for



We would like 11 new members to join the group.



We are looking for autistic people, people with a learning disability and family carers.



People maybe a combination of these.

For example, an autistic person who is a family carer.

We are looking for people -



- **who can share their experiences with others to improve the health system**



- **who want to make a difference to healthcare**



- **with experience of different health and social care services**



- with links to groups and networks of people including to people who the NHS doesn't often listen to, like people who have more severe learning disabilities



We want lots of different people on the group, with different life experiences.

For example -



- people of different ages – including young people



- people from different ethnic backgrounds (by this we mean people who are black, Asian or from other groups who are not white British)



- people who have experienced inpatient mental health care (as patients or as people whose loved ones have been in mental health hospitals)



- people of different genders



- family carers of children or young people



- family carers of people whose voices are often not heard, for example people with severe learning disabilities



- people with a learning disability who are parents



- people from different parts of England

We need members to be available



There are usually four meetings per year.



Some of these meetings are half day meetings online.



Some of these meetings are full days meetings in person.



In person meetings are usually in Leeds or London.



Because of coronavirus, for people who can't travel we offer online meetings instead of meeting in person.



We need people who can come to the next meetings -



- (1) A try out online advisory group workshop on 13 December in the afternoon**



- (2) Advisory group meeting in person in London on 7 February**

Or



**A video call -
14 February in the afternoon
and
16 February in the morning**



Advisory Group members can stay in the group for up to 6 years.



You can choose to leave before this if you want to.

What will you get out of joining the group



- **It's a chance to make a difference to the NHS**



- **You will meet really interesting and supportive people who also want to make the NHS better**



- **You will develop your skills**



- We will pay the costs of your involvement in the group



This can include travel, support worker costs and an involvement payment.



You find out more about this in the How the Group Works document.

How we will choose people to join the group



Tell us about yourself and why you want to join the group.



There are five ways you can tell us that you are interested in this role.



**You only have to do one of these things.
You can –**



1. Fill in the online [expression of interest form](#)



2. Contact us to arrange a videocall or phone call for a member of the team to help you fill in the form engage@nhs.net or phone 0113 824 9686



3. Download the [electronic form and diversity form](#)



Fill them in and email to engage@nhs.net



4. Print out the form, fill it in and post it to -

**Learning Disability and Autism
Engagement Team
The Post Room
NHS England
Quarry House
Leeds
LS2 7UE**



If you would us to send you a paper copy of this information and the form, we will post them to you.



Please contact Jess on
engage@nhs.net or 0113 8249 686



5. Answer the questions in the form by making a video of yourself.



Phone or email us and we will help you send the video to us.

A thumbnail image of the NHS Diversity Monitoring form. The form has a yellow border and contains the following text: 'Form to help us make sure everyone is treated fairly: Diversity monitoring', 'NHS England', 'The information you give us in this form is confidential.', 'Confidential means we will not tell anyone about your information.', 'This part of the form will not be given to the people who decide if you will be invited to join the group.', 'We will only use this information to find out:', '1. Who wants to join the group', '2. Who is chosen to join the group'.

Please also fill in the diversity monitoring form.



If you would like more information or have any questions we really encourage you to get in contact with us

engage@nhs.net

or phone 0113 8249 686



You need to do this before 9am on Monday 14 November 2022.



You will get an email telling you we have received your forms.



We will use the information you give us to decide who should join the group.



We will choose a group of people with lots of very different experience, skills and knowledge.



We will let you know if you have been chosen or not on 25 November.



This will usually be by email unless you have told us to contact you a different way.



If you are not chosen, we will keep your form for two years.



We do this in case another space comes up in the advisory group and we can invite you to fill that space.



You can tell us if you don't want us to keep your information for this purpose.

Next steps to joining the group



The people we choose to join the group will be invited to come to a try out online advisory group workshop.



This is to meet the team and some current advisory group members and get a feel for what the meetings will be like.



After the try out advisory group workshop we will have a call with each new member to discuss -



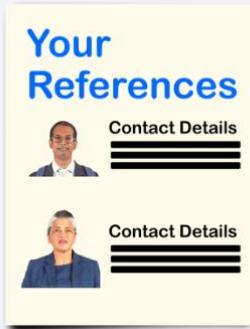
- **how meeting went**



- **if there is anything we can do to support them in future group meetings**



- **if you still want to be part of the advisory group**



We will contact the two people to give references for you before you can start work with the group.



Thank you for your interest in joining the group!