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**NHS Experts by Experience**

***Somerset Recovery Partners Mental Health Group***

**RECOVERY PARTNER - EXPERT BY EXPERIENCE AGREEMENT**

Thank you for offering your time to Somerset NHS Foundation Trust. Your contribution will make a huge difference, and we are committed to providing a safe and enjoyable experience for everyone involved.

**What you can expect from the People Participation Team**:

* Compassion, respect and kindness.
* Dedicated training and guidance for your role, e.g. What is Co-production?
* Help and advice in relation to the assignments you are involved with
* To do our best to take your ideas for improvement forward
* To keep you informed about new opportunities
* To work in line with NHS practices and policies.
* To provide reimbursement of expenses incurred
* To provide payment for your involvement on assignments with prior agreement.

**What we ask of you:**

* Compassion, respect and kindness.
* To seek the support and guidance you need, from peers and from staff, to ensure you enjoy your role and keep yourself safe and well.
* To inform us of any accessibility needs you may have or adjustments it would to make for you.
* To undertake learning opportunities provided by the team to strengthen your voice as a Recovery Partner.
* To let a member of the team know if you are not able to carry out planned assignments and activities.
* To use any Somerset NHS Foundation Trust name badges or equipment for the purpose of your role appropriately, and to hand these back when you leave.
* To not do anything which puts others at risk.
* To do anything in your role to bring the NHS into disrepute.
* To ensure that you are not left unsupervised in a clinical area (i.e. without a member of NHS staff with you).
* If you feel unsafe, or think that someone else might be unsafe, report this to a member of staff as soon as possible.

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| Please sign to confirm you understand and agree to the above. If you are unhappy with anything mentioned here, please do raise this with a member of staff.  If you are completing this electronically, your email will be kept as confirmation (you do not need to physically sign this document)  **Name:**  **Date:** |

**We will ask your consent in the following areas:**

**DATA:**

Under the Data Protection Act 2018, Somerset NHS Foundation Trust requires your consent to keep your details and contact you. Please choose from the options below:

**I give/do not give permission** for Somerset NHS Foundation Trust to contact me regarding Expert by Experience opportunities and other activities within the Somerset NHS Foundation Trust Management Service. I understand my contact details will be kept securely and only used for this purpose. I understand that I can ask for this data to be deleted at any time.

Please also signal whether you are happy for your email address to be shared within the team for the purpose of your role (**optiona**l):

**I am happy / I am not happy** for my personal email address to be shared with other members of the Experts by Experience Group and Somerset NHS Foundation Trust’s staff.

**Disclosure**:

IMPORTANT: To ensure the safety of people accessing our service, it is a condition of becoming a Recovery Partner that ***you must disclose*** any convictions you may have and/or whether you are under a probation order.

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