



*CC&PGC = Clinical Care and Professional Governance Committee

All matters with staffing implications should start at informal consultation.

Informal Consultation – initial drafts or discussion papers on policies or procedures that impact on staff terms and conditions and/or working practices. Output may be further informal consultation or proceed to formal.



Formal consultation - Referral to appropriate officer to prepare a formal report to scheduled meetings of EJCC and/or SGC . Report should also go to scheduled meeting of SIC Functional Committee and/or CC&PGC for consultation if assurance is needed regarding any impacts on working practices or standards. Output from this stage can be to defer back for further informal, or proceed to seek decision at SIC and/or NHS and/or IJB.



Decision making – same report that was used for formal consultation stage can be used, but a new/updated report/policy may be required if there were significant changes accepted by the author during consultation.