

Breast Cancer Clinical Expert Group – secondary breast cancer patient member

Role responsibilities and person specification

Help shape breast cancer services in England

Are you interested in making sure the voice of secondary breast cancer patients is heard in developing best practice for breast cancer patients? We are looking for a patient with secondary breast cancer to join the Breast Cancer Clinical Expert Group.

The Breast Cancer Clinical Expert (CEG) is a multi-disciplinary group that brings together expert doctors, nurses, commissioners and patients from across England to advise the NHS in England on best practice for breast cancer diagnosis, treatment and care. Breast Cancer Care and Breast Cancer Now are members of the group and are supporting the recruitment of patient members.

Both the initial diagnosis and treatment of breast cancer is changing and improving rapidly. The CEG ensures that such developments, as well as areas of potential concerns, are on the national breast cancer agenda by:

- Collecting and promoting best practice in breast cancer
- Responding to official consultations on issues regarding breast cancer
- Advising the Common Cancers Clinical Steering Group at NHS England on breast cancer priorities

The Breast Cancer CEG has a vacancy for a patient member with a diagnosis of secondary breast cancer who is interested in helping to develop and shape services in the NHS in England for people affected by breast cancer. The new patient member will work alongside the existing patient member with a diagnosis of primary breast cancer to ensure the needs and experiences of both patient groups are taken into account.

Role responsibilities

- giving a patient perspective on the content of circulated papers and proposals
- where appropriate, communicating with, and seeking feedback from, wider patient networks on plans and proposals, drawing on the support of relevant patient groups identified by the CEG. Communicating with wider patient networks is not the sole responsibility of the patient members and they will be supported in this
- participating in phone conferences and face-to-face meetings of the CEG and debating issues using email, as well as joining internet conferences
- taking part in workshops or events where participation is helpful for the work of the CEG as agreed e.g. wider network meetings
- respecting the confidential nature of CEG discussions when it is made clear by the Chair that this is a requirement
- raising areas of unresolved concern with the Chair of the CEG and subsequently following the complaints process if concerns remain unresolved
- Seeking support from Breast Cancer Care where needed to fulfil their role.

Person specification

We are looking for a patient member who:

- has had a diagnosis of secondary (metastatic) breast cancer

- wants to be involved in developing and shaping services for people affected by breast cancer
- is able to provide objective input about the needs of people affected by breast cancer
- has the ability to understand and evaluate a range of information and evidence
- is able to present a non-clinical perspective and offer constructive challenge
- can operate effectively in a small group environment
- possesses effective written and verbal communication skills
- has an awareness of, and commitment to, equality and diversity
- understands the need for confidentiality
- is able to participate in meetings (either virtual or face-to-face) during the working day. Meetings will be held approximately 3 times a year, mostly in central London.
- is willing to commit to a minimum 1 year term in this role (we recognise that circumstances may change for individuals, and this will be accommodated)
- along with all members of the CEG, is willing to complete a declaration of interests and to declare relevant interests as appropriate during group deliberations.
- has access to the internet, to take part in email discussions and conferences

Support

Breast Cancer Care will support the patient members in being involved in the work of the CEG. This will include practical support (expenses, travel arrangements) and support in preparing for meetings.

We want the CEG to be as representative as possible of the wide range of views and experiences of people affected by breast cancer. To help achieve this, the patient members will be required to consult with the wider community of people affected through the charities. Patient members will be supported in doing this.

We understand that there may be times when it may not be possible for you to attend a meeting. We would reassure potential patient members not to be discouraged from applying because of concerns around attendance, and if necessary we can arrange alternative ways for you to participate in a meeting, such as by telephone.

We are aware that being a CEG patient member may bring up difficult issues and we would like to clarify where applicants can find support:

Breast Cancer Care's Helpline: 0808 800 6000

Breast Cancer Care's free, confidential Helpline is here to answer any questions about breast cancer or breast health. Calls are answered by nurses and trained staff with experience of breast cancer. Whatever your concern, you can be confident we'll understand the issues you might be facing, and that the information you'll receive is clear and up-to-date. We will also let you know where else you can go for further support and information. Our regular Helpline hours are: Monday to Friday 9am-4pm, Saturday 9am-1pm.

Email our Nurses

Simply email any question – big or small – and you can expect a prompt reply from one of our specialist nurses. This service is available to anyone in the UK. Go to <https://www.breastcancercare.org.uk/information-support/support-you/someone-talk/email-our-nurses>

Expenses

This is a voluntary role. Reasonable expenses will be covered for you to attend meetings of the CRG.

Application

If you would like more information or are interested in applying for the role, please contact Emma, Policy Manager, Breast Cancer Care at emma.lavelle@breastcancercare.org.uk or 020 7960 3574. Applications will close on 27 April 2018.

There will be a short telephone interview for shortlisted applicants at the beginning of May.

Further information

[Clinical Advice for the Provision of Breast Cancer Services](#)

The Breast CEG published the Clinical Advice last year, summarising best practice across the whole breast cancer treatment pathway. This document is the first of its kind and is being used to advise by NHS England to support the commissioning of breast cancer services. It will be regularly reviewed and updated by the CEG to ensure it remains relevant.