

Associate member Support Worker Reference Group (SWRG) Terms of Reference

The physiotherapy support worker workforce is central to the delivery of safe and effective physiotherapy services. Their contribution to the profession is likely to increase as population demand leads to the growth and development of the entire workforce and within the context of transforming models of care.

It is critical to the work of the CSP that the experiences, challenges and opportunities in practice for support workers are adequately captured, considered and represented. This is in order that our resources, our support and our advocacy for support workers are appropriately developed, delivered and credibly informed.

1.0 Role

The Support Worker Reference Group will be facilitated by a CSP officer and will act as a representative group of Associate members who are support workers, providing an expert view and advice to CSP staff on all relevant issues.

Additionally the Group will work alongside CSP staff to promote the role and value of the physiotherapy support workforce to the profession and Associate membership of the CSP. This will involve some stakeholder facing activity (e.g. appearance in some Frontline magazine and Associate Life features, attending events and promoting Associate member resources). Members of the group will be supported and developed to do this including reimbursement of any related expenses.

The Support Worker Reference Group sets out to:

- 1.1 Act as a reference group for CSP staff on matters relating to support workers
- 1.2 Support (either by acting as representatives from the Associate membership body or to advise relevant CSP staff where necessary) time-limited working groups
- 1.3 Represent the Associate membership at the Annual Representative Conference, facilitating and responding to relevant motions on behalf of support workers and (where necessary) qualified physiotherapists returning to HCPC registration and overseas qualified physiotherapists seeking HCPC registration.

2.0 Membership

- 2.1 The membership of the SWRG consists of a maximum of 12 Associate members
- 2.2 The term of office of members of the SWRG will be two calendar years
- 2.3 All Associate members who are support workers are eligible to apply
- 2.4 Members of the SWRG shall be eligible to re-apply
- 2.5 The SWRG shall invite a member of the Chartered Society of Physiotherapy Council to act as an advocate of the SWRG

3.0 Responsibilities

- 3.1 Attend the SWRG meetings
- 3.2 Respond to SWRG business as appropriate
- 3.3 With support, engage in stakeholder facing activities and initiatives that promote the role, profile and capability of the physiotherapy support worker workforce
- 3.4 With support, engage in member facing activities and initiatives that promote Associate membership of the CSP and resources for Associate members
- 3.5 Attend the Annual Representative Conference and facilitate and respond to relevant motions on behalf of support workers and where necessary qualified physiotherapists returning to HCPC registration and overseas qualified physiotherapists seeking HCPC registration
- 3.6 Attend PUK supporting the CSP officers with any necessary promotion and advocacy of the role and value of support workers to the profession and to CSP membership
- 3.7 Canvass the views of the Associate membership group where necessary and report in and out accordingly

4.0 Application to the Group

- 4.1 Members will successfully sit on the SWRG once they have gone through an application process led by CSP officers
- 4.2 Application to the Group will open in March 2020
- 4.3 In the event of a resignation, a round of applications will be opened to fill the vacancy.

5.0 Quorum

- 5.1 The quorum of the Group will be five

6.0 Meetings

- 6.1 The SWRG is chaired by a CSP officer
- 6.2 Meetings will be held quarterly
- 6.3 Two meetings will be held virtually with two annual face to face meetings at ARC and PUK (members will be supported to attend both)
- 6.4 As per Chartered Society of Physiotherapy policy the chair will endeavour to convene a meeting with 6 weeks' notice

7.0 Amendment, Modification or Variation

- 7.1 These Terms of Reference refer to the SWRG sitting for the calendar years 2020-2021
- 7.2 The Terms of Reference will be reviewed biannually before opening the application process for the next sitting SWRG, to ensure that the SWRG is continuously adapting and meeting the needs of Associate members who are support workers.
- 7.3 These Terms of Reference may be amended, varied or modified in writing after consultation and agreement by the SWRG members.