

Neonatal Surgical Forum Terms of Reference

Background, General Terms and Purpose

The Neonatal Surgical Forum (NSF) is a national multi-professional group with a focus on neonatal surgery founded through a joint initiative between the National Neonatal Surgical Interest Group (NNSIG), The British Association of Paediatric Surgeons (BAPS) and The British Association of Perinatal Medicine (BAPM).

The group aims to improve standards in neonatal surgery by sharing expertise, coordinating national initiatives and answering queries.

The remit of the group includes:

- Act as a single voice for the British Isles and point of contact for the multi-professional neonatal surgery team.
- Facilitation of collaborative engagement between stakeholders in neonatal surgery to share updates and avoid duplication.
- Make recommendations regarding priorities for guidance and research in neonatal surgery and assist with the coordination of such national initiatives with partner stakeholders and other relevant organisations.
- Coordinate and/or deliver educational activities to the multi-professional neonatal surgery team.
- Oversee agreed projects to co-produce frameworks and consensus guidance.
- Engage with and ensure parental participation in national strategy plans and workstreams
- Act as an expert forum for queries on neonatal surgery.

Membership

The **NSF** will be jointly managed and chaired by the British Association of Perinatal Medicine (BAPM) and British Association of Paediatric Surgeons (BAPS).

Administration of the group will be undertaken by BAPM office staff jointly funded by both BAPM and BAPS.

The composition of the group will be as follows:

1. Joint Chair: BAPM (approved by BAPM EC)
2. Joint Chair: BAPS (approved by BAPS EC)
3. Essential Stakeholder: Representative for National Neonatal Surgical Interest Group (NNSIG)

Organisational Representatives:

Organisations are responsible for providing a named representative to attend NSF meetings and updating the group administrator if this needs to be updated. If the main representative is unavailable, an alternate representative from the organisation may attend.

Organisational representatives are responsible for acting as a liaison between the NSF and their organisation. They will be representing the views of their organisation as a whole, not just their personal views.

Representatives from speciality groups will be invited to be part of specific projects where relevant. (Other surgical specialties e.g. ENT, orthopaedics, urology and neurosurgery)

1. Association of Paediatric Anaesthetists of Great Britain and Northern Ireland (APAGBI)
2. British Maternal & Fetal Medicine Society (BMFMS)
3. National neonatal transport team (NTS)
4. Paediatric Critical Care Society (PCCS)
5. Representative from the Allied Health Professional NSF sub-group (incorporating Dietitians, Speech and Language Therapy, Pharmacy, Occupational Therapy and Physiotherapy)

Individual Representatives:

Individual representatives will usually be appointed for a period of three years. Terms for the first set of members may be reduced / extended in order to ensure a rolling changeover of committee members.

Open roles will be advertised by stakeholder organisations. Appointed individuals should be members of BAPM or BAPS.



British Association of
Perinatal Medicine



1. Representative for neonatal trainees
2. Representative for NICUs
3. Representative for LNU/SCUs
4. Representative for paediatric surgical trainees
5. Representative for Paediatric Surgeons no maternity on site
6. Representative for Paediatric Surgeons with maternity on site
7. Representative for neonatal nurses / ANNPS
8. Representative for neonatal surgical nurses
9. Representative for Scotland (optional, dependent on above representation)
10. Representatives for Wales (optional, dependent on above representation)
11. Representatives for NI (optional, dependent on above representation)
12. Representative for Republic of Ireland (optional, dependent on above representation)
13. Representative for England (optional, dependent on above representation)

Meetings

The group will meet virtually three times per year. There may be additional virtual meetings for any sub groups working on specific projects.

Responsibility and Accountability

The group is responsible to the BAPM and BAPS Executive Committees and accountable to the memberships of the stakeholder organisations.