

The Royal College of General Practitioners (Scotland)

Scottish Patient Forum Member

Role Description and Person Specification

Role:	Member of the RCGP Scottish Patient Forum
Term of office:	Up to 3 years from August 2026
Time Commitment:	<ul style="list-style-type: none"> Attend up to three online Patient Forum meetings per year. Contribute to consultations and policy papers, RCGP press and social media communications as and when required and subject to availability Represent the Forum at internal and external conferences, seminars, workshops and clinical groups, as and when required and subject to availability.

Purpose of the role:

To play an active part in a group which is responsible for:

- Developing ideas and leading activities that encourage GPs to work effectively in partnership with patients and public.
- Influencing and responding to activity in Scotland that impacts on the quality of patient care.
- Providing a patient perspective to the work of RCGP Scotland; this is not a single-issue forum.
- Developing a Scotland-specific point of view on areas of interest, which shall inform the contributions of the Chair at meetings of Scottish Council and the RCGP UK Patient and Carers Partnership Group.

Main responsibilities:

- Participating in online meetings (up to 3 meetings a year) and contributing to discussions on the College's strategic, campaigning and policy priorities
- Providing feedback or comment on RCGP policy papers, consultation responses and other documents by email when required.
- Acting as a sounding board for RCGP Scotland press and communications activity to ensure that the patient voice is captured when appropriate in external comments.
- Involvement in other College activities, committees and seminars as appropriate and if members have the capacity to do so.

Person specification:

- Have an awareness of, and interest in, current health and social care structures and issues in Scotland.
- Have an interest in the work and aims of the College and an interest in contributing to College policies.
- Ability to act as a team member including engaging with others' perspectives and collaborating with fellow group members.

Role Expectations & Practical Information

- Appointment is for three years, which may be extended in exceptional circumstances.
- Members are obliged to disclose any conflicts of interest that they may have in relation to items of business being discussed or considered.
- Members are obliged to adhere to the group's Code of Conduct and Acceptable Use Policy and to the RCGP's policy on Security of Personal, Confidential or Sensitive Information.
- All representatives of the College, including members of the RCGP Scottish Patient Forum, are expected to uphold the aims, objectives and values of the College and act in its best interests and enhance its reputation as a respected professional and academic body for GPs.