

(Formerly UK Accreditation Forum)

TERMS OF REFERENCE

1. The Health and Social Care Accreditation Forum (HASCAF) is an unincorporated network organisation set up to share good practice and to provide advice and support to organisations running non regulatory health and social care quality improvement schemes, based on the methodologies of quality standards, audit, peer review, certification and accreditation.
2. The membership of HASCAF is open to any organisation or individual who is involved in the design, operation, delivery or review of such quality improvement schemes in health and social care.
3. The members of HASCAF will elect the following officers responsible for co-ordinating the necessary arrangements for the forum to fulfil its aims:
 - Chair person
 - Vice Chair person
4. The aims of HASCAF are:
 - To assist non regulatory quality improvement schemes to deliver high quality services to health and social care organisations
 - To provide a forum for the exchange of good practice and experience between schemes
 - To raise awareness among government departments and agencies of the contribution that non regulatory quality improvement schemes play in raising the standards of health and social care.
 - To enable quality improvement schemes to monitor their internal practice against good practice standards for the design, operation, delivery and review of health and social care quality standards, audit, peer review and awarding of accreditation/certification.
 - To enable organisations running such schemes to stay in touch with current developments in regulation, assessment, inspection and quality improvement issues for health and social care.
5. HASCAF aims to have meetings three times per year (with a minimum of two). These meetings may include a mix of face-to-face or teleconference.
6. HASCAF will invite appropriate statutory and other bodies in the health and social care sectors to nominate a representative to attend meetings on an 'observer' basis. This will include the 4 Government Departments of Health and other government agencies as are decided from time to time by the forum members it would be beneficial to exchange ideas with around quality standards, audit, peer review certification and accreditation.
7. Any decisions which require consensus will be made through a vote.

8. Officers will be invited to serve for four years in the first instance. They will be given the opportunity to step down at the end of this period or continue for a further four years.
9. Secretarial support and administration will be provided on a voluntary basis by HASCAF member organisations until such time as the forum agrees that the scope of activities requires the employment of designated staff.

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