



YDMH Consumer Advisory Representative Application Information

Thank you for your interest in being a consumer representative at Yea & District Memorial Hospital

Please ensure that you:

- Complete the Consumer Advisory Group/Committee Application; and
- Enclose a CV

Information in support of your application

Please ensure that the information you provide makes your experience as a consumer representative clear.

The nomination form asks for certain information for Yea & District Memorial Hospital to consider when making a decision. Guidance on the sort of information to provide for each question number is provided below:

1. Your interest in the area
2. What experiences you have had that will help you in your role as a consumer representative and/or are relevant to the work of the Committee. This includes membership of groups / committees and any previous consumer representative experience.
3. Consumer or community organisation(s) you belong to or work with that could support you as a consumer representative – for example, to give you information, talk to you about difficulties, put you in touch with other consumers.
4. Formal qualifications or training are not expected for consumer representation. However, Yea & District Memorial Hospital is interested in knowing what other skills or perspectives you will bring to the committee.

Disclosure of information

The information you provide in your nomination form and in any attached CV or other documents may be made available to the Yea & District Memorial Hospital/Executive and/or Board. Staff and Board members are bound by Yea & District Memorial Hospital Confidentiality and Privacy Policy.

Approval Process

Appointment to the Consumer and Community Advisory Committee is the responsibility of the Board of Directors and will involve an interview process.



Unsuccessful nominees

If you are unsuccessful, you will be advised and your nomination will be kept on the expressions of interest file for that committee. You can still register as a Volunteer, so we encourage you to contact the Volunteer Coordinator to see what other opportunities may be suitable.

Successful nominees

If you are successful, your nomination form and CV will be kept on the confidential file related to the Committee you have been selected for. In addition, your name and contact details will be forwarded to the Committee Chair, with a brief statement in support of your nomination based on information provided in your nomination form and CV. In some cases, your CV will also be sent to the Committee Chair. The Volunteer Coordinator will use the information provided to contact you to complete the Volunteer registration.

Your name, telephone number and email address will be added to the Committee Contact List for distribution to, and use by, all Committee members. If you do not consent for the sharing of your information in this manner, please advise the Committee Chair.

Yea & District Memorial Hospital recommends that you consider the information you provide on the application so that you do not provide sensitive personal information.

A small amount of detail, including your name and the Committee, will be published in Yea & District Memorial Hospital internal newsletters and publications to build awareness among staff about our consumer work.

If you would like any assistance in preparing your nomination please contact the Director of Performance Improvement on 5736 0400 or via email maria.collins@ydmh.org.au