



## National Long Term Survivors Group Policy on Carers

Issue number: 1      Date:29/3/2010

### **A. Purpose and Scope**

1. The National Long Term Survivors Group (hereafter NLTSG) recognises that some potential members of NLTSG require a carer or personal assistant to help them perform day-to-day tasks. Without the assistance of a carer, they would be unable to attend an NLTSG weekend.
2. The purpose of this policy is to set out our policy on carers attending an NLTSG weekend.
3. In line with our policy on Inclusion, we will make the weekends accessible to as wide a group of people as possible. By welcoming members who rely on a carer, we will be widening our diversity and inclusivity.
4. Members of NLTSG are covered by the the Disability Discrimination Act (DDA) and we will make 'reasonable adjustments' to allow people to attend our weekends. Having a carer present may be seen as a 'reasonable adjustment'.

### **B. Booking**

5. The carer does not need to meet the eligibility criteria to be a member of NLTSG i.e. they do not need to be HIV +ve. The carer does not become a member of NLTSG in his or her own right.
6. The carer will pay the full cost to attend the weekend. There will be no reduced fees such as 'buy one get one half price', even if the member is entitled to such a reduction.
7. A carer will only be accepted at the weekend if the member would be unable to attend if the carer were not present. The member must provide evidence that they need a carer to enable them to be present e.g. a letter from a doctor or social worker, or proof that they are in receipt of carer's allowance. The Bookings Secretary will ask the member to provide the necessary evidence before their place on the weekend can be confirmed.
8. The carer may share a room with the member or have a separate room, at the request of the member.
9. The Bookings Secretary will discuss this policy with the member and/or carer to make sure that they agree to it.



10. The decision about whether a particular carer will be allowed will be taken by the Bookings Secretary who may seek opinions from trustees or other interested parties.

### **C. At the weekend**

11. NLTSG will take no extra responsibility for the member or carer on top of the normal responsibility that we take for all other members.
12. To enable the member to get the most out of interacting with the other members of the group, the carer should be with the member only when necessary. The carer must only be present when they are needed to assist the member: At all other times the carer must not be present. Specifically, the carer may only attend group functions (e.g. open and closed groups, opening and closing circles) if it is absolutely necessary for them to be there.
13. The carer may take part in any social activities (e.g. sitting in the bar, organised games, etc) and eat with the group over the weekend if it is requested by the member.
14. The carer will not be entitled to complementary therapies, counselling sessions, etc.
15. The carer will abide by all NLTSG policies.
16. The carer must agree to and sign the agreement given on the following page.

### **D. Confidentiality**

17. When a carer arrives on an NLTSG weekend, we will explain to them that confidentiality is of vital importance within the group. The following is extracted from the NLTSG guidelines on confidentiality:

*Information about each person belongs to them and should not be shared without their consent. This includes all aspects of a person's life i.e. HIV status, sexual orientation, lifestyle, personal finances and history.*

*You must be careful if you meet people from the NLTSG weekends in your everyday life. If you approach people in other situations you may cause a breach of their confidentiality about their status.*

- *Do not acknowledge them unless they acknowledge you first.*
- *Take care not to mention how you know them, or just say they are a friend of a friend.*
- *Never mention anyone by name or share information about them, especially details that could identify the person.*
- *What and who you see here remains here.*



## **Carers agreement**

Our aim is to provide a safe, welcoming environment for everyone that comes to NLTSG weekends.

### **Declaration by the member:**

- In order for me to attend NLTSG weekends, I need to have a carer with me.
- I agree to abide by the guidelines set out in this policy.

**NAME**.....

**SIGNED**.....

**DATE**.....

### **Declaration by the carer:**

- I am a registered carer and I agree to abide by the guidelines set out in this policy.

**NAME**.....

**SIGNED**.....

**DATE**.....