

Quality Audit and Research Co-ordinators (QuARCs) Charter

This charter sets out the basis for the relationship between the NIAA Health Services Research Centre (HSRC) QuARCs and the HSRC.

The HSRC will:

1. Keep QuARCs regularly informed on audit and research developments
2. Provide QuARCs with suitable promotional materials for educational events, research studies, surveys and for other purposes as may from time to time occur
3. Be responsive in a timely manner to requests for information and advice
4. Provide opportunities for face-to-face communication.

QuARCs will:

1. Provide the HSRC with an up-to-date email address which is checked regularly and whose mailbox is routinely emptied so that communications do not 'bounce'
2. Aim to attend HSRC Coordinator workshops run in conjunction with major AAGBI and RCoA events
3. Respond to reasonable queries from the HSRC
4. When requested, distribute information and promotional material from the HSRC/NIAA to colleagues and trainees in electronic or paper format
5. Respond to local members' queries and concerns and where appropriate pass them centrally to the HSRC/NIAA.