1. Purpose
The Scottish Clinical Imaging Network (formerly the Managed Diagnostic Imaging Clinical Network (MDICN) was initiated following publication of reports from Audit Scotland (2008) and the Scottish Government Health and Social Care Directorates Diagnostic Steering Group (2009). The recommendations were wide ranging, tasking Scottish Government and NHS Boards with specific work. The initial remit of the network was to work across NHS board boundaries, acting as a conduit between radiology services and Scottish Government / central projects.

2. Network Aims and Objects
- To work closely with services in supporting a broad range of continuous improvement work
- To challenge boards around best practice and redesign
- To inform local productivity and efficiency initiatives through data collection and analysis
- To develop a collaborative Scotland wide approach to service redesign and improvement
- To deliver a communication pathway into services to better inform national programmes.

Vision
SCIN aims to influence the provision of an innovative equitable patient centred high quality clinically effective imaging service in Scotland.

3. Structure
   a. Membership
The full membership of SCIN shall be any member of NHS Scotland staff employed within a diagnostic imaging service:
   - Radiology staff
   - Radiographers
   - Nursing Staff
   - Support Staff
   - Managers – Service/Diagnostics/RIS and PACs

It also includes:
- Core Team
- Network subgroups
Any stakeholder with an interest in improving the quality of service to patients within diagnostic imaging services:

- NES
- MPNet
- Other organisations within NHS Scotland

Professional bodies-Scottish Standing Committee (Radiologists) / Society & College of Radiographers including student representation

**External Stakeholders**

External stakeholders form part of the wider landscape for radiology in Scotland. The work of SCIN will require interaction with commercial partners on specific issues and these interactions will be subject to separate governance arrangements as necessary and will be negotiated as part of sub group activity. An external stakeholder is:-

- Any stakeholder who has an interest in Diagnostic Imaging:
- Commercial companies

**b. Core Team**
The core SCIN team is: the SCIN Lead Clinician, SCIN Imaging Manager, SCIN Programme Manager and SCIN Programme Support Officer.

**c. SCIN Steering Group**
The steering group’s remit is to provide strategic direction for SCIN. The steering shall be representative of the different professional disciplines form the Imaging Community and their geographical boundaries.

**d. SCIN Subgroups**
Network working groups will be set up to work on specific projects as requested by the network steering group. They will consist of interested individuals with experience and expertise relevant to the project concerned. Any full network member may volunteer or be approached to form a network subgroup.

**4. Meetings**

**a. Annual Event**
SCIN shall invite everyone from the imaging profession within Scotland to an annual meeting. Further events may be planned to meet education needs as identified in the workplan.

**b. SCIN Steering Group Meetings**
The steering group shall meet on at least three occasions each year or more if required. Meetings will be chaired by the SCIN Lead Clinician.
There will be an expectation for Steering Group members to attend the meetings and inform their departments/disciplines of the work that is SCIN doing.

Steering Group meetings will be timetabled well in advance.

The agenda and associated papers shall be circulated by email to the Steering Group members at least 10 working days in advance of the meeting date.

Individual representatives will have equal say in the decisions of the Network Steering Group Meeting. Decisions will be based upon the consensus of the constituent NHS Boards as expressed by their representatives.

Where consensus is not reached by the group a decision may be deferred. The chair's role will be to facilitate a group consensus so that a decision to be made.

Meeting minutes detailing decisions and work to be carried out as a result of the meeting will be circulated by e-mail to the network steering group in draft form and will be ratified at the subsequent Steering Group meeting. The final approved minute will then be available online on the SCIN website shortly thereafter. This does not preclude Steering Group communication detailing the progress of current initiatives between meetings.

The National Network Management Service through National Services Scotland will provide administrative support to the Steering Group meetings.

c. Other Representatives
Other representatives are invited to SCIN steering group meetings as observers only.

d. SCIN Subgroups
Network working groups shall have a designated lead responsible for coordinating the work and for feedback to the network Steering Group.

Network subgroups shall determine the frequency of meetings according to the objectives and timescale of the work to be undertaken.

Meetings shall be timetabled in advance, where possible to enable coordinated reporting to the network Steering Group meetings.

The agenda and associated papers shall be circulated to members of the network subgroup at least 10 working days in advance of the meeting date.

The National Network Management Service through National Services Scotland will provide administrative support to the sub groups.

5. Appointments

a. SCIN Clinical Lead
The Clinical Lead shall be appointed for a period of three years. The Clinical Lead can remain in post for an additional year after this period, if they wish to continue to do so, with the agreement of the Clinician’s home Board and if SCIN supports this decision.
The National Network Management Service (NNMS) in NHS National Services Scotland will advertise and recruit the Lead Clinician on behalf of and for SCIN. The Clinical Lead will provide 1 PA/sessions per week to SCIN.

**b. SCIN Programme Manager**
Network Management is provided to the SCIN by the National Network Management service (NNMS) through National Services Scotland. The Network Programme Manager will provide three sessions/ P/A sessions to the SCIN per week.

**c. SCIN Imaging Manager**
Network Imaging support is provided to the SCIN by NNMS through National Services Scotland. They shall be appointed for a period of three years with overlap with the Lead Clinician to facilitate specialist continuity. The Network Imaging Manager can remain in post for an additional year after this period if they wish to continue to do so, with the agreement of the home Board and if SCIN supports this decision. The Imaging Manager will provide 2 session/1 day per week to SCIN.

**d. SCIN Programme Support Officer**
Administrative support will be provided by NNMS through National Service Scotland. The Programme Support Officer will provide 3 P/A’s sessions per week to the SCIN.

**e. SCIN Steering Group**
The clinical lead (or appointed deputy) for each Health Board is appointed at the discretion of individual Health Boards to form the Steering Committee. Each Health Board should have two representatives on the Steering Committee. Steering group membership shall be for a minimum of 3 years.

If a member of the steering group committee could not attend a Steering Group meeting they would be expected to have a nominated replacement.

### 6. Roles and Responsibilities

**a. Accountability**
SCIN has no formal authority and exists to enable boards and imaging departments to work collaboratively on issues to benefit patient care and improve efficiency and equity of service provision.

SCIN is accountable to the Scottish Government through National Services Division.

**b. SCIN Core Team**
The SCIN Core team, consisting of the Lead Clinician, Imaging Manager, Programme Manager and Programme Support Officer will be transparent and open about how the SCIN work plan has been developed clearly showing the reasons for work being undertaken.
The Core Team will prepare an annual report which will be presented to National Services Division (National Services Scotland) the Steering Group and the Diagnostic Steering Group (DSG). DSG has strategic oversight over all NMDNs and is supported by NHS Scotland National Services Division.

The Core Team will:
- Review all work of SCIN, direct work plans, and ensure report to the network Steering Group.
- Coordinate communication between all members of SCIN, the network Steering Group and project subgroups.
- Guide SCIN members to respond to and create national strategies, and promote national quality standards and clinical guidelines.
- Develop and maintain the SCIN website.
- Comply with the host NHS Board concerning financial arrangements
- Ensure the activity of the SCIN is within the law and regulations governing the NHS
- Evaluate the network’s performance and monitor achievement of objectives identified in the workplan
- The SCIN Steering Group shall be led by the SCIN Core Team who will work collaboratively within the SCIN Steering Group
- Support the work of the Steering Group and working groups
- The Lead Clinician will represent SCIN on the Diagnostic Steering Group

c. SCIN Steering Group

The Network Steering Group NHS Board representatives shall:
- Represent their Health Board on the network.
- Communicate the work of SCIN with other members of their Health Board or other groups that they represent.
- Be responsible for drawing up and agreeing the work plan, setting objectives and timescales.
- Engage with the work of the network and respond to consultation exercises, surveys and audits.
- Participate in consensus decisions.

The Network Steering Group other representatives/contributors shall:
- Communicate the work of SCIN to those other groups that they represent.
- Contribute to the drawing up and agreeing the work plan, setting objectives and timescales.
- Engage with the work of the network and respond to consultation exercises, surveys and audits.

d. Project Subgroups

Project subgroups shall:
- Work toward the objectives set by the Steering Group within the timescale agreed.
- Monitor and report on their progress to the Network Steering Group.
- Raise any issues with the SCIN Steering Group.
e. Authority and Clinical Governance

SCIN has a responsibility to report any potential areas of risk to patient safety, which it may identify to the NHS Board(s) in which the risk is identified. A confidential record of risks and actions taken will be maintained. Responsibility for acting on the risk remains with the NHS Boards.
7. Structural arrangements

NATIONAL COMMISSIONING GOVERNANCE FOR NMCNs/NMDNs

Scottish Government Health and Social Care Directorates

SEAT
NoSPG
WoSPG
NHS Boards

inform

National Specialist Services Committee

accountability

NSD

accountability

Diagnostic Steering Group

strategic oversight

National Network Management Service

National Managed Clinical Networks

Collaboration / sharing good practice

National Managed Diagnostic Networks

Abbreviations

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
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<tbody>
<tr>
<td>MCNs</td>
<td>Managed Clinical Networks</td>
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<tr>
<td>NNMS</td>
<td>National Network Management Service</td>
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<tr>
<td>NoSPG</td>
<td>North of Scotland Planning Group</td>
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<tr>
<td>NMCNs</td>
<td>National Managed Clinical Networks</td>
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<tr>
<td>NMDNs</td>
<td>National Managed Diagnostic Networks</td>
</tr>
<tr>
<td>SEAT</td>
<td>South East and Tayside</td>
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<tr>
<td>WoSPG</td>
<td>West of Scotland Planning Group</td>
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### 8. SCIN Steering Group Representation

<table>
<thead>
<tr>
<th>NHS Board</th>
<th>Name</th>
<th>Job Title</th>
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<tbody>
<tr>
<td>Ayrshire and Arran</td>
<td>John Parker, Medical Imaging Services Manager, Stephen Cooper</td>
<td>Medical Imaging Services Manager</td>
</tr>
<tr>
<td>Borders</td>
<td>Hamish McRitchie, Dr Fiona Hawke</td>
<td>Clinical lead, SCIN Imaging Manager</td>
</tr>
<tr>
<td>Dumfries and Galloway</td>
<td>Valerie Grierson</td>
<td>Interim radiology Manager</td>
</tr>
<tr>
<td>Fife</td>
<td>Jeanette Burdock</td>
<td>Radiology and Diagnostic Services Manager</td>
</tr>
<tr>
<td>Forth Valley</td>
<td>Sandra Robertson, Dr Raj Burgul, Mrs Judy Stein, Dr Paul Kelly</td>
<td>Radiology Department Manager, Consultant Radiologist, Radiology Manager, Consultant Radiologist</td>
</tr>
<tr>
<td>Grampian</td>
<td>Dr D McAteer, Dr Roger Staff, (PET-CT Chair)</td>
<td>Acting Clinical Director, Physicist (PET-CT Working Group Chair)</td>
</tr>
<tr>
<td>Region</td>
<td>Name</td>
<td>Position</td>
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<tr>
<td>GG&amp;C</td>
<td>Ms Lynn Ross</td>
<td>General Manager, Radiology</td>
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<tr>
<td></td>
<td>Dr Alastair Hart</td>
<td>Consultant haematologist</td>
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<tr>
<td></td>
<td>Mrs Morag Stout</td>
<td>Consultant Sonographer</td>
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<tr>
<td></td>
<td>Dr Grant Baxter</td>
<td>Consultant Radiologist</td>
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<tr>
<td>Lanarkshire</td>
<td>Dr Barbara McPherson</td>
<td>Consultant Radiologist</td>
</tr>
<tr>
<td>Lothian</td>
<td>Clinton Heseltine</td>
<td>Chief Radiographer / Radiology Service Manager</td>
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<tr>
<td></td>
<td>Dr Fiona Minns</td>
<td>Consultant Radiologist</td>
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<tr>
<td></td>
<td>Dr Giles Fitzpatrick</td>
<td>Trainee Radiologist</td>
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<td></td>
<td>Dr Simon McGurk</td>
<td>Consultant Radiologist</td>
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<tr>
<td>Tayside</td>
<td>Dr. Kenneth Fowler</td>
<td>Tayside Radiology Clinical Leader</td>
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<tr>
<td></td>
<td>Dr Clare Monaghan</td>
<td>Consultant Radiologist / Physicist</td>
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<tr>
<td></td>
<td>Mike Conroy</td>
<td>Radiology Service Manager</td>
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<tr>
<td>NHS Highland</td>
<td>Ms Karen McNicoll</td>
<td>Divisional General Manager</td>
</tr>
<tr>
<td></td>
<td>Morag Howard</td>
<td>Professional Lead/Radiography Service Manager</td>
</tr>
<tr>
<td>NHS Orkney</td>
<td>Dr Mike Beach</td>
<td>Radiology Services Manager</td>
</tr>
<tr>
<td>NHS Shetland</td>
<td>Lucy Wilson</td>
<td>CT line manager</td>
</tr>
<tr>
<td>NHS Western Isles</td>
<td>Jane MacDonald</td>
<td>Acting Radiology Manager</td>
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<tr>
<td>Scottish Government</td>
<td>Mr Chris Rowley</td>
<td></td>
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<tr>
<td>Society &amp; College of Radiographers</td>
<td>Ms Maria Murray</td>
<td>Policy Officer for Scotland</td>
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<tr>
<td><strong>Golden Jubilee Hospital</strong></td>
<td><strong>Jennifer Gilchrist</strong></td>
<td>Head of Radiology</td>
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<tr>
<td><strong>National Imaging Equipment Group</strong></td>
<td>Dr Mike Conroy, Ms Kate Henderson,</td>
<td></td>
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<tr>
<td><strong>Special Interest groups</strong></td>
<td>CT John Airlie, US Morag Stout, MR Karen Gee, RRIGS Jonathan McConnell</td>
<td>Radiographer, Sonographer, Radiographer</td>
</tr>
<tr>
<td><strong>Queen Margaret University student representative</strong></td>
<td>Mr William Woods</td>
<td></td>
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<tr>
<td><strong>Patient Representation</strong></td>
<td>Ms Caroline Green, Mr Colin McGrath</td>
<td>Patient Representative, Patient Representative</td>
</tr>
<tr>
<td><strong>MPNET (Medical Physics)</strong></td>
<td>Professor David Sutton</td>
<td></td>
</tr>
<tr>
<td><strong>NSS Staff</strong></td>
<td>Liz Blackman, Dawn Currie, Claire Lawrie, Shelley Heatlie</td>
<td>Senior Programme Manager, Programme Manager (SCIN), Programme Manager (IMS), Programme Support Officer (SCIN)</td>
</tr>
</tbody>
</table>