

Appendix 5

Community Information Points supported by NHS Grampian Public Health Healthpoint service

NHS Grampian's Public Health Healthpoint, in partnership with the Health and Social Care Partnerships (H&SCP) across Grampian would like to support local community groups/services to establish their own Community Information Points. Support will be offered by Healthpoint, and a network will be created to share information and campaigns.

What you include in your Community Information Point including materials, layout and location, is your choice as you will have the best understanding of your local community needs. We can offer advice on how to start your Community Information Point and guidance on a selection of start-up resources that you could order and stock.

If I want to set up a Community Information Point, what support is available?

- You will be part of a network of Community Information Points across Grampian supported by the Healthpoint service.
- Healthpoint will be aware of your Community Information Point and any other services that you provide, and will signpost clients to you
- A 'global' email will be dispatched monthly to you by the Healthpoint team promoting local and national campaigns, new information and resources available. These may include campaigns/events that you would like to promote.
- You will receive information on the Healthpoint service and how clients can be referred to the service for further advice and support.
- A free account with our Resources Service. This account gives you access to order resources and campaign materials including leaflets, posters, condoms, loan items etc. free of charge.
- Advice and guidance on setting up an information point e.g. advice on popular resources for your community.
- Community Information Points who are not part of the NHS internal mail system or are unable to collect orders in person, we will consider posting materials to them.
- The opportunity to sign up for the Condom Distribution Scheme (optional)
- If your Community Information Points is staffed, we will offer training on Making Every Opportunity Count (MEOC) and services offered by Healthpoint. Please note that Community Information Points do not need to be staffed.
- External training opportunities will be highlighted.
- Access to advice from Public Health and Healthpoint staff.
- For Community Information Points that have access to a computer (with camera and microphone), we can provide advice and guidance on how you can support clients to access the Healthpoint service via Near Me (virtual consultation with a Healthpoint Advisor).
- Please note that signage, branding, displays, leaflet stands will not be offered as part of this offer.

What would be expected of the Community Information Points?

- Community Information Points will be asked to submit an application to register for resources and to sign up to be part of the network
- You will need to identify a named individual/s who will be our point of contact and will order materials from the Resources Service.
- Participation in the ongoing evaluation of the service.

If you are interested in developing a Community Information Point, please email gram.healthpointadmin@nhs.scot.