

Application to join the Devon Memory Café Consortium

Single Memory Café Membership

Devon Memory Café Consortium (DMCC) uses a broad and inclusive definition of what a memory café does: A Memory Café offers a social session in a stimulating and safe environment for those living with dementia and their carers, to providing an opportunity for group support and sharing of information.

We ask that members recognise themselves in the above definition and meet the following requirements and if not are willing to work with us towards achieving them.

Memory Café name	
Memory Café address	
Memory Café Co-ordinator name(s)	
Co-ordinator email address	
Contact tel. number (Land line and/or mobile)	
Memory Café website	
Opening times of the Memory Café	
Do you agree to display the above information on our web site?	YES / NO
Tell us your preferred way for us to contact you	Email Text Phone Mobile
Memory Café Charity number &/or organisation status (if applicable)	
Name of parent company if part of a larger organisation (if applicable)	
Details of the person completing this form	
Your Name	
Tel No	
Email address	
Your role in the Memory Café	

DMCC Agreement

Please complete this section below to give us information about your Memory Café, tick all statements that apply to your Memory Café by adding: In Place (IP), Working Towards' (WT) or Not Appropriate (NA)

I/we confirm that our Memory Café will:

		IP, WT or NA
1	Regularly offer a social session and provide a stimulating and safe environment for those living with dementia or other memory difficulties and their carers	
2	Offer those living with dementia and their carers support and information.	
3	Actively support carers to enable those living with dementia to remain in a home environment for the longest time possible.	
4	Work towards reducing loneliness and isolation for those living with dementia and their carers	
5	Work collaboratively with mental health and social care professionals in the best interests of those living with dementia and their carers	
6	Have trained volunteers to meet the needs of a Memory Café in the following:	
	(a) First Aid	
	(b) Food Safety	
	(c) Health and Safety	
	(d) Dementia Awareness Training	
7	Have a safeguarding process in place so that volunteers know what to do if someone says that they are not safe or appears to be in danger or at risk of abuse.	
8	Have a health & safety policy/statement and one person who takes responsibility for health & safety at the memory café (this might include things like checking that the room is safe and free from trip hazards for example, before the start of a session)	
9	Have a Trustees or a Management Committee, have suitable financial arrangements in place and hold a yearly AGM and elections - if applicable	
10	Have appropriate insurance in place, including public liability	
11	Provide some information about how many people you support and the types of activities you run during the year that will contribute to an evaluation of the effectiveness of Devon Memory Cafés as an approach to supporting people who have dementia and their carers and families.	
12	We would like to apply to join the DMCC Quality Assurance Mark (information available on the DMCC website)	

What to do next

Please email the completed form to: info@dmcc.org.uk

The annual membership fee of £10 per annum is due on 1st April. Please tick (or cross) the box as appropriate below for the method in which you would like to pay the £10 membership.

PAYMENT OPTIONS:

1	BY DIRECT DEBIT Deposit the payment to: Account: Devon Memory Café Consortium. Sort code: 40 34 31. Account No: 71639137 (HSBC BANK Plc 42 Courtenay Street. Newton Abbot. Devon. TQ12 2EB) (if paying by direct debit please send us an email to say it has been paid)	
2	BY CHEQUE Email us if you would like to pay by cheque and we will forward you the postal address	
3	Amount to pay	£10.00

AGREEMENT

I / we wish to apply for our Memory Café to become a member of Devon Memory Café Consortium.

Signature	
Date	
Position of person signing	

For office use

Membership Number	
Date received	
Date receipt sent	
DMCC Membership list	
DMCC email list	