



RADAR Network guide

This document explains the terms of reference for the RADAR Network. Please read this guide fully before signing up to the Network.

Who are we?

RADAR is Scotland's drugs early warning system. It was established in 2022 and is coordinated by Public Health Scotland (PHS). It is a national programme using a collaborative design approach to ensure the system is relevant and meets the needs of the people and places it serves.

RADAR collects and analyses information about drugs, such as uses and availability, and enhances the recording and validation of information related to drug harms to inform action.

What is the RADAR Network?

The Network is a large multi-agency national group supporting the operation of the system. The Network sits alongside two other working groups advising on the development and delivery of the system.

It is an inclusive information sharing group designed to connect RADAR to services and the public. Its key roles are to:

- monitor markets, collect information and detect trends
- share drugs information – using email, forms and surveys

- strengthen local information sharing and communication networks
- share communications in a coordinated way.

Who can join the Network?

Anyone is welcome to join the Network and we encourage contributions from a range of backgrounds and areas. We aim to have representation from sectors including but not limited to:

- Alcohol and Drug Partnerships
- the Ambulance Service
- blood borne virus leads and networks
- community members
- drug services – NHS, voluntary sector
- drug-related deaths – local and national leads
- education – universities, colleges and schools
- families
- forums and networks
- hospice and home care
- hospitals – emergency departments, drug workers
- hospitality – nightlife, restaurants, festivals, pubs, clubs
- housing and homelessness – Housing First teams, hostels, services
- lived and living experience
- local government – safer communities and community planning teams
- mental health – services, inpatient and community

- Police Scotland – custody link workers, STOP, harm prevention
- primary care – GPs, dentists, pharmacies
- prison – service, inspectorate, union
- public health – local and national
- recovery – communities, organisations, fellowship groups
- secondary care – hospital and community
- sexual health – NHS, voluntary sector
- social work – children and families, justice and adults
- toxicology – drug checking, post-mortem, prison and police testing
- veteran groups
- voluntary services
- young people – youth work.

People living or working outside Scotland are also welcome to join the Network but should be aware that information will usually be Scotland-specific.

To ensure a positive and inclusive environment, bullying, hate speech and harassment is not tolerated and breaches may result in you being removed from the Network.

How you can contribute

Network members are expected to:

- share relevant information via email and reporting forms
- support data validation – for example, completing enhanced surveys
- review draft documents (on occasion)
- communicate in discussion forums (once available)

- share outputs such as reports and newsletters with their organisations, networks and local groups.

Do you have to attend meetings?

Yes. Members are invited to attend and contribute to meetings. But do not worry – we only plan to meet for a few hours, approximately every quarter.

At meetings we will:

- provide updates on system development
- collect information on areas of interest
- share information on key findings such as drug trends and harms
- host learning sessions.

Due to the size of the Network, information will be collected before and after the meetings using forms, reports and surveys to inform the agenda. On occasion, members will be invited to share updates on topics of interest or emerging themes.

Network meetings will be held virtually on Microsoft Teams. Occasional events, such as annual reviews, may be held in person.

Meeting minutes will include notes on attendance, apologies, discussions, decisions and actions. Meetings will not be recorded.

How often will you be contacted?

We will share quarterly newsletters and annual reports, as well as ad-hoc information and requests such as alerts, risk assessments and surveys.

What you should do with reports you receive from RADAR

Network members play a key role in sharing the information from RADAR to people in our services and communities. By signing up for the Network you agree to help support information distribution and share reports with your relevant networks.

Digital information may be shared through email, websites and social media.

Some information will be available as printed resources, which can be displayed and circulated.

How to send information to RADAR

Information and questions can be sent to our dedicated mailbox, which is monitored by the PHS RADAR Programme Team: phs.drugsradar@phs.scot

If you would like to share information about trends, new drugs, incidents, health harms and social harms related to drugs, please use our reporting form:

www.publichealthscotland.scot/RADAR

This form contains questions on drug use, adverse effects, overdose and drug deaths.

This form should not be used in an emergency. If someone is experiencing an overdose or a medical emergency where drugs may be involved, call 999.

Reports to RADAR can be made as soon as practicably possible.

Hard copies of the reporting form are available on request by emailing:

phs.drugsradar@phs.scot

By providing as much information as possible you help us to develop a better response. But you do not need to have all the information to make a submission. If you have incomplete information or if you are unsure if the report you have is useful, please submit the form anyway – **all information received helps us to develop a much-needed picture of drug use and harms in Scotland.**

Please do not include any personal information such as a name, private address, date of birth or Community Health Index (CHI) number.

How will PHS use your data?

This information is collected and stored in accordance with Public Health Scotland's privacy notice: www.publichealthscotland.scot/our-privacy-notice and the RADAR privacy notice: www.publichealthscotland.scot/publications/radar-privacy-policy/

Do you need more information?

Email: phs.drugsradar@phs.scot

Website: www.publichealthscotland.scot/RADAR

Accessibility and translations

If you need this information in another format or a community language, please contact us by:

- **Email:** phs.otherformats@phs.scot
- **Tel:** 0131 275 7457
- **Text relay:** 01800 275 7457
- **Website:** www.contactscotland-bsl.org/reg/