



Practice and Regulations Advisory Committee Terms of Reference

PURPOSE	To provide a forum to deliberate, document and ensure an IH wide process for practice optimization and regulatory review for safe, standardized quality patient care.
DEFINITIONS	N/A
SPONSOR	Chief Nursing Officer & Professional Practice Lead (CNO & PPL)
ACCOUNTABILITY	The Practice and Regulations Advisory Committee is accountable to the CNO & PPL.
AUTHORITY	The recommendations of the committee will be forwarded to the CNO & PPL for review and decision.
APPOINTMENTS	Appointed by the CNO & PPL, reviewed every 3 years
MEMBERSHIP	<ul style="list-style-type: none">• Chair, a Professional Practice Office Director.• 1 Director, Clinical Education• 3 Directors<ul style="list-style-type: none">◦ 2 Clinical Operations (1- North, 1 – South)◦ 1 Pharmacy• 1 Corporate Director, Human Resources• 1 Director, Quality & Patient Safety• 1 Director, Risk Management• 1 Public Partner Representative
QUORUM & VOTING	Quorum is 50%, plus one member required for all recommendation forwarded to the CNO & PPL. Wherever possible, a consensus decision-making model shall be used.
MEETINGS	<ul style="list-style-type: none">• Meetings will be held every month• Additional meetings will be called as needed by the chair.• Council members must attend 80% of the monthly meetings to maintain membership
ADMINISTRATION	<p>Minutes of each meeting will be recorded and reviewed/approved at the next meeting. Structure will include:</p> <ul style="list-style-type: none">• Date/location, list of attendees and regrets• Business arising and new business• Discussion summary (main points), decisions made, action plan and person responsible including completion date <p>Meeting minutes will be circulated to all members prior to the next meeting.</p>



SPECIFIC AREAS OF RESPONSIBILITY	<p>Members of the committee are constituency representatives with responsibility and accountability to take items to appropriate tables/forums in their respective department or geographic area for information, discussion and feedback. Members will bring responses back to inform decision making:</p> <ul style="list-style-type: none">• Identify and address impact of regulatory and scope of practice changes as they apply to practice in IH taking into consideration regional implications• Collaborate on determining which is the most appropriate profession to meet the overall role expectations and care needs for the applicable patient population/program• Collaborate on determining appropriate IH specific limits and conditions on practice• Ensure that education and training are in place to support implementation of changes for safe and competent practice (as required)• Support idea generation for creative solutions to overcome resource challenges and barriers that inhibit service sustainability <p>PROCESS & PRIORITIES</p> <p>The Committee will:</p> <ul style="list-style-type: none">• Provide a region wide perspective on nursing and allied health scope of practice;• Provide a forum for collaborative and informed decision making on changes to health care professionals regulation as it relates to scope of practice;• Ensure that scope of practice within IH meets legislative, regulatory and college specific requirements;• Ensure the right employer parameters and controls on practice are in place;• Ensure the right profession is matched/selected based on the overall role requirements for the program and care needs of the patient/client/resident population;• Ensure that clinical education and operations are able to support implementing regulatory and scope of practice changes including maintaining ongoing competence; and• Ensure formal evaluation of said changes occurs. <p>ALIGNMENT</p> <p>This Committee work is aligned with the Ministry and Health Authority health human resource systems planning department.</p> <p>PERFORMANCE</p>
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COMMITTEE TERMS OF REFERENCE

	<p>The effectiveness of the committee meetings and these Terms of Reference will be reviewed and evaluated on an annual basis or at the discretion of the Sponsor.</p> <p>STRUCTURES AND COMMUNICATION</p> <p>This Committee is accountable to the CNO & PPL. With the approval of the Chair, subcommittees or working groups may be established in order to further the objectives. The committee will respond to external requests when requested by the CNO & PPL. Internal requests will be brought forward to the committee using an SBAR template.</p>
DATE APPROVED	DECEMBER 2022
REVIEW DATE	TBD
DIRECT AND INDIRECT LINKAGES	<p>Health Authority Medical Advisory Committee</p> <p>Provincial Health Human Resources Coordination Committee;</p> <p>MoH Allied Health Strategic Plan;</p> <p>MoH Nursing Policy Secretariat</p> <p>MoH Professional Regulations Branch</p> <p>Provincial Nurse and Allied Health Council</p> <p>Regulatory Colleges of Nursing and Allied Health Professionals in BC</p>