Clinical Governance Improvement Initiative
C.A.R.E. Network OEC and CEC Membership Selection Process

island health

Selection Committee

The C.A.R.E. Network OEC and CEC Membership selection process will be supported by a **Selection Committee**, comprised of representatives from Quality, Medical Staff Association (MSA), Nursing and Allied Health Advisory Committee (NAHAC), Human Resources, Patient Partners, Implementation Science and Professional Practice as well as Executive Medical Directors/Executive Directors representing each C.A.R.E. Network.

The responsibilities of the Selection Committee include:
- Attending an orientation session and selection committee meetings for each C.A.R.E. Network (13 total x 2 hours each)
- Reviewing and scoring de-identified submissions against pre-defined criteria
- Ensuring the following representation on all committees:
  - Diversity from all geographies where services are provided, e.g., rural and remote, urban centres and small communities;
  - All staff and disciplines (e.g., including medical staff, nursing, allied health) within the Network, including frontline and leadership perspectives

A minimum of xx members is required in the selection meeting to support decision making.

Process

- Interested individuals will be asked to complete an **expression of interest** (EOI): a survey consisting of 15 questions that gathers information about the applicant and their skills and experience in alignment with the Operations Excellence Committee and Clinical Excellence Committee criteria
- While the EOI process is open, the project team will be tracking and reporting response rates, assuring geographical and staff/discipline representation is being fulfilled
- Following the EOI closing, the project team will de-identify the applicants and develop a summary for each C.A.R.E. Network
- The Selection Committee will meet to evaluate the applicants using a standardized rubric. A score will be generated for each applicant to support decision-making and a membership list for the Operations Excellence Committee and Clinical Excellence Committee will be generated.

Timeline

Communication/Engagement

1 → **2** → **3** → **4** → **5** → **6**

1	2	3	4	5	6
April 19 EOI Posted	**Week of May 1** Selection Committee Orientation	**May 10** EOI Closed	**May 11 - 12** Preparation of Applicant Summaries by C.A.R.E. Network	**May 15 – June 23** 13 Selection Committee Meetings (1 per C.A.R.E. Network for 2-3 hours)	**June 23** C.A.R.E. Network Membership Finalized