

TERMS OF REFERENCE

1. Committee Name

ARRC WDHB Integrated Clinical Quality Steering Group

2. Purpose

To provide a quality governance framework that supports improved user outcomes and experience.

3. Objectives

- To hold an overview of key issues relating to the quality of care of older people across Age-related residential care (ARRC) and Waikato District Health Board (DHB) interface through the use of sector wide data (Waikato DHB/ARRC information) including the use of benchmarking data as and when this becomes available.
- To identify, influence and support the management of shared clinical risk across the ARRC sector and Waikato DHB/ARRC interface by reporting key outcomes and learning from: local and/or national pilots or practice innovation; clinical audits; incident investigation; complaints; and other relevant reports to Waikato DHB and the ARRC sector.
- To be a resource/expert body to provide strategic advice on an agreed response to common issues regarding the care of older people across the ARRC sector/Waikato DHB interface.
- To make recommendations to appropriate bodies regarding validated common issues regarding the needs of older people in the ARRC sector/Waikato DHB interface, ensuring these needs are considered by relevant local and national strategic planning bodies.
- To identify and support innovative and collaborative approaches to provision of clinical care; use of validated best practices and professional development for staff that improve user outcomes and satisfaction.
- To share resources, when working on common patient safety, quality improvement, workforce development activities such as Patient Safety Priorities (Waikato DHB, 2009), Sector Wide Workforce Development Plan 2009-2019, Hospital in the Rest Home 2009 supported recommendations and other policy and plans as appropriate

4. Constraints

The Steering Group will:

- Not replace existing processes for formal quality monitoring of the ARRC sector.
- Work within existing resource constraints of both the DHB and the ARRC sector.
- Not address employment, commercial, funding or contractual issues.
- Set realistic and achievable targets.
- Ensure recommended activity promotes efficiency for end-users.

5. Sponsor / Chairperson

Director of Nursing and Midwifery

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6. Membership	<ul style="list-style-type: none"> • ARRC leaders (3) • Director of Nursing and Midwifery • Clinical Nurse Director (Rural, Community and Older Persons) • Older persons and Rehabilitation representative • Manager Quality and Risk • Planning and Funding Older Persons Portfolio Manager • Primary care representative (GP liaison or similar role) <p>Ex-officio Clinical Nurse Specialist Gerontology (for linking purposes)</p>
7. Quorum	To be determined based on membership
8. Frequency of meetings	Every fourth month.
9. Location of minutes	Chairperson's office
10. Reporting	<p>Formal six monthly reporting with key recommendations for action to:</p> <p>Waikato DHB Board of Clinical Governance AgeWISE Advisory Group</p>
11. Consultation	Expert individuals or bodies as required
12 Resources	Administration support via Personal Assistant to Director of Nursing and Midwifery.
11. Review date	36 months from sign-off of terms of reference

Authorised by:



[Sponsor]

14/8/15
Date