THE COLLEGE OF FAMILY PHYSICIANS OF CANADA

LE COLLÈGE DES MÉDECINS DE FAMILLE DU CANADA

DRAFT
Patient's Medical Home Steering Committee
(PMH SC)

TERMS OF REFERENCE
(approved by Board June 1, 2012 – revised following PMH SC meeting, April 11, 2013, revisions approved by Board April 2016)

PURPOSE

To provide strategic direction, establish policies and evaluate the effectiveness of activities related to The Patient's Medical Home (PMH).

RESPONSIBILITIES

1. To set and review policies and strategic priorities and provide direction related to the PMH.
2. To monitor and evaluate the effectiveness of activities and initiatives related to the PMH.
3. To ensure appropriate dissemination of information and communication regarding the PMH with all stakeholders.
4. To establish and provide guidance for Task Forces, Working Groups and subcommittees related to the PMH.
5. To ensure that Chapters are supported in their initiatives related to the PMH.
6. To ensure strong linkages are maintained between this Steering Committee and the CFPC's Advisory Committee on Family Practice (AdComFP)

ACCOUNTABILITY

The Steering Committee reports to the CFPC's Board.

MEMBERS

A group of experienced CFPC leaders and members involved in PMH-relevant activities, including teaching and research, will be selected by the Chair and Vice –chair. The group will also include representation from the public (patients). Canadian Nurses Association and Canadian Family Practice Nurses Association will also be represented by one member specializing in policy and one practicing nurse.

Observers: CFPC members and representatives of key external stakeholder groups will be invited to take part in meetings at the invitation of the Chair.

Staff Support: Director, Health Policy and Government Relations; Manager, Health Policy and Government Relations; Patient's Medical Home Coordinator,

TYPE OF COMMITTEE
A Standing Committee of the Board.

TERMS
Chair, Vice-Chair and members will serve a 3-year term, renewable once.

FREQUENCY OF MEETINGS

2 face-to-face meetings per year

Teleconferences and e-meetings at the call of the Chair