

**WINNIPEG REGIONAL HEALTH AUTHORITY
TERMS OF REFERENCE
Clinical Nutrition Quality Improvement Team**

PURPOSE

The WRHA Clinical Nutrition Quality Team is the structure to plan and coordinate regional clinical quality initiatives for WRHA Nutrition & Food Services. It is responsible for providing advice and direction to regional Clinical Nutrition services related to quality initiatives, including customer satisfaction, identifying performance and quality indicators, reviewing results of quality activities and making recommendations for systems improvement.

AUTHORITY

The Clinical Nutrition Quality Team has authority to recommend system improvements quality initiatives and indicators, to review data or results related to identified indicators and system improvements.

ACCOUNTABILITY

Reports and is accountable to the WRHA Director of Clinical Nutrition

MEMBERSHIP

Membership will be reflective of all practice areas, such as:

- Acute care – secondary and tertiary care
- Long Term Care / Personal Care homes
- Community

Team members will represent their sector of practice, rather than a specific site or location.

Members will include both managers and staff-level Registered Dietitians.

Ex-officio individuals may be included at the discretion of the chair.

CHAIR

Appointed by the Regional Director, Clinical Nutrition.

TERMS OF OFFICE

Members shall serve a three-year renewable term.

DUTIES/FUNCTIONS

The Clinical Nutrition Quality Team will:

- Plan and coordinate regional quality initiatives
- Develop fiscal quality improvement plan for Clinical Nutrition
- Identify quality indicators for Clinical Nutrition services.
- Recommend indicators and data collection methods.
- Suggest indicators consistent with WRHA “Balanced Scorecard” reporting method.
- Collect feedback and information from their peers, managers and customers to assist in identifying indicators and quality activities.
- Review results of quality activities and make recommendations for systems improvement
- Report results of quality activities to Regional Director, Clinical Nutrition and make recommendations for communication strategy.
- Share quality information and education with their peers in their respective sectors.
- Recommend quality improvement education/in-service needs to the Regional Director, Clinical Nutrition

The Clinical Nutrition Quality Improvement Team is NOT accountable for the results of quality measurements, but may make suggestions for improvement as a part of their reflection on results of quality activities.

MEETINGS

The group will meet on a regular basis as determined by the chair and members.

MINUTES

Minutes will be recorded for all meetings.

QUORUM/VOTING

A majority of the members of the group shall constitute a quorum.

Decision-making will be reached by consensus where possible. Voting will be done by a show of hands and a simple majority will rule. Once a decision is made, it is the responsibility of the members to support the decision made by the group.