

 <p>Winnipeg Regional Health Authority Office régional de la santé de Winnipeg Caring for Health À l'écoute de notre santé</p> <p>BEST PRACTICE GUIDELINE</p>	<p>NUTRITION & FOOD SERVICES Clinical Nutrition</p>	<p>Number:</p>	<p>Page: 1 of 2</p>
	<p>Name: WRHA Public Health Nutrition Practice Council Terms of Reference</p>	<p>Approved by: Lynda Tjaden, Director of Population & Public Health</p>	
	<p>Date: December 2014</p>	<p>Supercedes: January 2010 version</p>	

1.0 **PURPOSE:**

- 1.1 To assure that the practice of public health nutrition meets the highest professional standards and is in keeping with Dietitians of Canada's Code of Ethics and Standards of Practice, the MAHE Code of Professional Conduct and College of Dietitians of Manitoba Regulations.
- 1.2 To promote evidence based, best practice in the provision of public health services while reflecting the core values and mission of the WRHA and Community Health Services.
- 1.3 To provide leadership and promote collaboration in nutrition practice issues.
- 1.4 To provide a forum for Public Health Dietitians to address and discuss nutrition issues that pertain to population and public health practice.
- 1.5 To facilitate communication between WRHA Public Health Dietitians as well as between other WRHA practice councils.

2.0 **RESPONSIBILITIES:**

- 2.1 To facilitate the development, implementation and evaluation of public health nutrition standards of practice and service delivery.
- 2.2 To recommend regional implementation of public health nutrition standards of practice.
- 2.3 To develop and approve practice guidelines as they relate to public health nutrition practices as per "Evidence Based Practice Tools: Process for Development, Evaluation and Approval 50.100.1".
- 2.4 To recognize and facilitate public health nutrition research.
- 2.5 To participate in client education resource review/content approval as required.
- 2.6 To collaborate with the Population and Public Health and/or WRHA Clinical Nutrition Quality Improvement Team on quality issues as they pertain to population and public health.
- 2.7 To support development of resources and tools designated to meet the needs of clients/groups or populations and other health care professionals.
- 2.8 To promote partnerships and collaboration within and beyond the sector and across the continuum of care.
- 2.9 To promote education opportunities for Public Health Dietitians.

3.0 **MEMBERSHIP:**

- 3.1 Membership will consist of:
- Regional Clinical Nutrition Manager – Community
 - All WRHA Public Health Dietitians
 - Public Health Nutrition Coordinator
 - Dietitians from WRHA funded sites working in a public health capacity
 - Director of Population and Public Health
 - Team Managers; representing each Quad
 - Medical Officer of Health responsible for Nutrition Promotion

4.0 **OPERATIONAL GUIDELINES:**

Guidelines could include but are not limited to the following:

- 4.1 Chairperson – To be chosen from the membership for a 1 year term. Chair will follow protocol and timelines outlined in the document titled: Public Health Nutrition Practice Council Chair Responsibilities.
- 4.2 An agenda and previous minutes will be circulated electronically prior to each meeting.
- 4.3 Minute taker will be assigned alphabetically on a rotational basis. Minutes will be forwarded electronically prior to the next meeting.
- 4.4 There will be six meetings per year held generally on the first Monday in February, April, June, August, October and December. When required, additional meetings may be scheduled with the approval of Team Managers and the Director of Population and Public Health.
- 4.5 One additional half day per year will be scheduled in conjunction with a meeting dedicated to the review of the Nutrition Promotion Strategic Plan.
- 4.6 Agenda items can be forwarded by any member using the Briefing Note form.
- 4.7 Ad hoc committees (i.e. working groups) will be established as required.
- 4.8 Guests including Dietetic Interns may attend at the invitation of members with approval from the Chair.
- 4.9 The Terms of Reference will be reviewed every two years.

Practice Guideline Developed by: Public Health Nutrition Practice Council