



Population and Public Health Quality Team

Terms of Reference

1.0 Purpose and Function

Purpose: The WRHA Population and Public Health (PPH) Quality Team leads and co-ordinates program-level quality improvement initiatives and efforts to ensure Accreditation Canada standards and Required Organizational Practices are met.

Functions:

- Lead program efforts to ensure Accreditation Canada standards and required organizational practices are met and integrated into ongoing PPH work.
- Leads program activities related to Accreditation processes, e.g., site visit preparation, encouraging teams to complete regional surveys to support the Accreditation process: Canadian Patient Safety Culture Survey, Engagement survey, Self-Assessment Survey.
- Lead and support program efforts to identify improvement opportunities, including:
 - Collecting input from local team(s) to identify opportunities for improvement and bring these forward to the PPH Quality Team;
 - Reviewing client safety events, developing learning summaries and communicating to local teams;
 - Championing local and program-wide improvement initiatives.
 - Maintaining a business cycle and coordinating key improvement initiatives, e.g., client feedback, hand hygiene and PPE audits.
- Lead program-wide operational priorities as relevant to the purpose of this team and as needed.

2.0 Membership

Membership is drawn from Centralized and Community Area teams, with representation from all sites at which services are delivered. As feasible, PPH Quality aims to engage the range of roles represented in the program.

Co-Chairs

- Public Health Initiatives Leader - (Co-chair)
- Team Manager – (Co-chair) Term of Office: 4 years* (Accreditation cycle)

Ad Hoc Members

- PPH Program Director
- PPH Medical Director

*To build capacity, PPH Quality aims to develop and maintain membership in coordination with the Accreditation cycle such that membership turn-over is gradual and there is sufficient expertise leading up to and after the site visit to ensure priority quality issues are addressed.

3.0 Accountability

- **The co-chairs** reports to PPH Program Director and are accountable for communicating with PPH management team (CADs, Program Director, PPH Medical Director).
- Members serve as representatives of their teams and hence are accountable to bring information and issues forward from their teams as well as to share PPH Quality work with their teams.

4.0 Meetings

- The Team meets every other month, at a minimum. Meetings may be canceled by the chair or additional meetings may be called by the chair.