



CHATHAM-KENT
Health Alliance
Rural Health Advisory Committee
Terms of Reference

Purpose

The purpose of the Rural Health Advisory Committee (RHAC) is to serve as a mechanism for recognition and discussion of rural health issues and opportunities. The RHAC serves as a two-way communication mechanism between the rural communities served by Chatham-Kent Health Alliance (CKHA) and the hospitals that form the Alliance.

Accountability

As an advisory group, the RHAC will report through the President/Chief Executive Officer (CEO) to the Board of Directors of Chatham-Kent Health Alliance. Decisions made by the Committee will be done on a consensus basis.

Roles and Responsibilities

- advise senior leadership of CKHA, through the CEO to the Board
- raise rural and/or community specific issues, opportunities, questions and suggestions generally related to hospital planning and operations and/or as requested by hospital staff
- support enhanced communication to rural communities and provide input in mechanisms by which to do so effectively
- provide broad representation Chatham-Kent's diversity of rural communities
- advocate for local healthcare needs by encouraging recognition and support of Alliance and health system leadership of services that address the unique issues of rural residents

Guiding Behaviours

- shared accountability for group processes and outcomes
- inclusion and respect for diversity
- collaboration and teamwork
- compassion and mutual respect of opinions and viewpoints
- open sharing of information in a trusting environment
- shared knowledge and learning
- preparation and active engagement
- respect for confidentiality when necessary (in-camera meeting items)

Composition

The RHAC will consist of up to 12 community members who broadly reflect the many backgrounds and experiences of the rural community and the diverse communities and viewpoints that make up the Chatham-Kent Health Alliance rural catchment population.

The community will be represented by:

- University of Guelph's Ridgetown Campus, Staff Representative (1)
- Chatham-Kent Family Health Team Executive Director or Physician (1)
- Tilbury District Family Health Team Executive Director or Physician (1)

- Thamesview Family Health Team, Executive Director or Physician (1)
- Municipality of Chatham-Kent, Health & Family Services (1)
- Bkejwanong, Walpole Island First Nation (1)
- Delaware Nation at Moraviantown (1)
- five (5) from the following geographic areas: East Kent, North Kent, South Kent, Wallaceburg, West Kent

The hospital will be represented by:

- President/CEO (1)
- Director, Corporate Transformation CKHA (or a Director, annually appointed by the CEO) (1)
- Medical Staff, Rural Health & Accessibility Head of Service, Department of Family Medicine (1)
- Vice President, Chief Nursing Executive (1)

Selection criteria

RHAC members will demonstrate:

- interest in the hospital and healthcare
- open mindedness and desire to interact and learn with others
- ability to connect with the community about local and rural healthcare issues
- experience and interest in participating in a meaningful way on a wide range of topics and issues
- acceptance of and accountability for the RHAC's guiding behaviours

New members are selected, as required, following an application and interview process with the RHAC. Applicants may be suggested by RHAC members, community leaders and/or may respond directly to vacancies as advertised. Community members considered for the committee will be required to meet CKHA's standard volunteer protocols, inclusive of an ability to obtain a police criminal record check, including vulnerable sector screen, and a Health Clearance in accordance with CKHA requirements.

Member Term

- Community members may serve for a period of three years, with an option for renewal for a second term but may resign at any time.
- Terms will be staggered to support continuity.
- Members unable to attend a specific meeting may not send a substitute.

Open Meeting – Guidelines

Members of the public are welcome to attend open sessions of any RHAC meeting as observers.

Meeting Frequency

- The RHAC will meet 4 times per year unless otherwise determined by the RHAC.
- RHAC will hold every second meeting at the Chatham Campus, with alternate meeting locations across the region (East, West, North & South).

Evaluation

The RHAC will evaluate its effectiveness annually, based on a review of its purpose and outcomes.