



## Primary Care Networks Implementation Committee

### Terms of Reference

**Definition:** *Primary Care Networks (PCN's) are patient medical homes (PMH's) and urgent care centre(s) providing interdisciplinary primary care services in partnership across the North Shore Division of Family Practice, Vancouver Coastal Health, Squamish Nation, and Tseil-Waututh Nation, with formal links to specialized community service programs and specialists within a geographical area (network).*

#### 1.0 Committee Purpose:

- 1.1 Provide a collaborative forum for the North Shore Division of Family Practice, Vancouver Coastal Health, Squamish Nation, and Tseil-Waututh Nation to engage in coordinated planning, development, and implementation of Primary Care Networks (PCN), Patient Medical Homes (PMH), and PMHs within Community Health Centres on the North Shore, guided by the Quadruple Aim framework. All decisions, plans, strategies, discussions and agreements shall be conducted in a manner that reflects the Calls to Action of the Truth and Reconciliation Commission (TRC) of Canada and the United Nations Declaration of the Rights of Indigenous Peoples (UNDRIP).

#### 2.0 Activities:

- 2.1 Provide oversight, recommendations, and coordination across the North Shore for the development and implementation of PCN and PMH's, and related projects and activities.
- 2.2 Identify, allocate, and recommend resources required for the implementation and on-going operations of PCN's; ensure all PMH's have equitable access to resources as per the intention of North Shore's PCN Service Plan.
- 2.3 Identify the need for additional committees or task groups and provide oversight to ensure activities are coordinated across all groups and committee.
- 2.4 Develop and maintain standardized operating procedures across all PCN's as appropriate.
- 2.5 Ensure clinical pathways and formal links to specialized community service programs and specialists are developed.
- 2.6 Ensure the activities of the PCN's are coordinated with the activities of the Aboriginal Primary Care Network.
- 2.7 Participation of member organizations in the development and recruitment of PCN positions, if & as appropriate and applicable to the organization and role.
- 2.8 Ensure evaluation, and support for quality improvement is embedded in PMH & PCN activities.
- 2.9 Address project barriers and challenges through collaborative problem-solving; identify issues that need to be brought forward to other forums (e.g., CSC/PCN Steering Committee).
- 2.10 Liaise with other Division's and HA's to mutually share PCN learnings and successes.
- 2.11 Ensure Collaboration between the PCNs and Community Health Centres.

#### 3.0 Governance:

- 3.1 The Primary Care Network Implementation Committee reports to the PCN Steering Committee (sub-committee of CSC) and to its respective organizations.



**3.2** The Primary Care Network Implementation Committee may be dissolved once each PCN is operating and has created its own PCN Committee.

**4.0 Scope & Decision-Making:**

**4.1** Creativity and innovation in the PCN Implementation Committee and working groups will be encouraged and supported, within the parameters established by the respective committees.

**4.2** Decision-making is by consensus, guided by the goals of PCN's, the attributes of PMH, evidence-informed practices, and a shared commitment of the members to achieve the best possible outcomes for the people served by PCN's.

**4.3** When consensus cannot be reached, decisions will be brought forward to PCN Steering Committee for resolution.

**5.0 Membership:**

**5.1** Representation from NSDFP:

**5.1.1** *PCN Physician Leads*

**5.1.2** *Local PCN Medical Leads*

**5.1.3** *PCN Director*

**5.1.4** *PCN Managers*

**5.1.5** *Evaluator*

**5.1.6** *PCN Change Management positions*

**5.1.7** *Others as needed*

**5.2** Representation from VCH:

**5.2.1** *Manager, Primary Care*

**5.2.2** *Managers, Public Health, Chronic Disease*

**5.2.3** *Manager, Mental Health & Substance Use*

**5.2.4** *PCN Project Manager*

**5.2.5** *Nurse Practitioner*

**5.2.6** *Practice Support Program*

**5.2.7** *Representation from Community Health Centres (CHC), Bowen Island*

**5.2.8** *Others as needed*

**5.3** Representation from First Nations:

**5.3.1** *Squamish Nation, Primary Care Manager*

**5.3.2** *Tseil-Waututh Nation, Primary Care Manager*

**5.3.3** *Aboriginal Primary Care Network, Coordinator*

**5.4** Representation from patient advocacy group

**5.5** Representation from others as necessary

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