

QUEENSWAY CARLETON HOSPITAL

ADVISORY COMMITTEE FOR THE CARE OF THE ELDERLY

Committee Terms of Reference

Committee:	Advisory Committee for the Care of the Elderly
Reports to:	Medical Advisory Committee Administrative Committee
Chair:	Chief of the Department of Geriatrics
Membership:	Representative, Department of Geriatrics Representative, Department of Medicine Representative, Department of Family Medicine Clinical Nurse Specialist, Geriatrics Clinical Director, Geriatrics Manager, Social Work & Discharge Services Nurse Manager, Geriatrics and Rehab Medicine Nurse Manager, ALC Representative, Allied Health Professionals Representative, Geriatric Day Hospital Director, Regional Geriatric Program GEM Program Nurse Representative, West End Integrated Falls Prevention Program Clinical Director, Medicine, Emergency, ICU Clinical Director, Perioperative Program
Corresponding Members:	Representative, Pharmacy Clinical Dietitian Medical Director, Regional Geriatric Program Representative, Community Care Access Centre Vice President Patient Care and Chief Nursing Officer

PURPOSE:

1. To plan, coordinate and monitor the continuum of care of the elderly at Queensway Carleton Hospital including providing leadership and recommendations on strategic direction to transform QCH into a senior friendly hospital.
2. To monitor trends and needs in the care of the elderly within the community.

3. To establish a co-operative and collaborative relationship between Queensway Carleton Hospital and the community in planning for, and the delivery of, services for the elderly.
4. To identify possible needs and facilitate educational opportunities regarding elder care across QCH.

FUNCTION:

1. To ensure a comprehensive multi-disciplinary approach to the delivery of care for elderly patients.
2. To develop and/or recommend strategies to implement improvements in systems and processes and ensure there are annual priorities embedded in the Balanced Scorecard. These strategies will be consistent with the provincial Senior Friendly Hospital (SFH) framework, to enable seniors to maintain optimal health and function while they are hospitalized so that they can transition successfully home or to the next appropriate level of care.
3. To establish working groups to address the recommended domains of the SFH framework (identify gaps, prioritize action, implement and/or recommend strategies to address, monitor performance): Organizational Support, Processes of Care, Emotional and Behavioural Environment, Ethics in Clinical Care and Research, and Physical Environment.
4. To ensure cooperation and liaison with the Regional Geriatric Program.
5. To monitor trends and needs by means of regular appropriate data collection and to evaluate the effectiveness of changes implemented to enhance senior friendly care at QCH.
6. To review information on care of the elderly from relevant sources such as the Ministry of Health and Long Term Care, Community and Social Services, and Professional and Consumer organizations, in order to assess implications for Queensway Carleton Hospital.

NATURE AND SCOPE:

The committee acts in an advisory capacity to the Medical Advisory Committee and the Administrative Committee.

The working groups will report to the Committee on progress at quarterly meetings.

The Chair of the committee shall be the Chief of the Department of Geriatrics.

The Recording Secretary shall be the Secretary for the Department of Geriatrics.

Minutes shall be distributed to all committee members and to the Medical Advisory Committee Executive.

Meetings shall be held quarterly or at the call of the chair.

Revised: March 2006

September 2008

April 2012

June 2012

Approved by Medical Advisory Committee September 2012