

# Allied Health Clinical Council

## TERMS OF REFERENCE

### 1. Role and Purpose of Allied Health Clinical Council

- 1.1. The Allied Health Clinical Council (AHCC) is a Board Advisory Committee of Wentworth Healthcare Limited (WHL).
- 1.2. Advise Wentworth Healthcare on recommended strategies to improve the health and wellbeing for the people in our community within the NBMPHN region, in facilitating the provision high quality, accessible and integrated primary allied healthcare.
- 1.3. Provide regular reports to the Wentworth Healthcare Board, containing advice and strategy to address region-wide issues facing Allied Health Professionals, while also considering the unique needs and concerns of each local community within the NBM region.

### 2. The Allied Health Clinical Council will:

- 2.1. Champion and advocate the principle of “patient-centred care” in implementing the Joint Board Priorities for integrating care across health sectors.
- 2.2. Represent Allied Health Professionals within each LGA, ensuring all Allied Health Professionals have an opportunity to share their concerns and ideas, regardless of their location in urban, outer urban, rural and remote communities within the NBM region.
- 2.3. Support Wentworth Healthcare to engage with and effectively support Allied Health Professionals in the region to deliver high quality, accessible and integrated primary allied healthcare.
- 2.4. Keep up to date on current issues, concerns and priorities facing Allied Health Professionals.
- 2.5. Consider issues raised by Allied Health Professionals that affect primary healthcare in relation to workforce, access to health services, education and training, government policy/direction, contemporary issues, local environmental impacts (fires, floods), general practice, hospitals, Residential Aged Care Facilities, and other health agencies entities.
- 2.6. Assist and support with the development and implementation of the WHL Strategic Plan.
- 2.7. Communicate important information and decision outcomes to and from local networks, including important information and decision outcomes from the Board.
- 2.8. Advocate, where appropriate, on behalf of Allied Health Professionals within the region on issues that affect their patients’ ability to access high-quality primary healthcare, acute care community care and rehabilitation services.
- 2.9. Coordinate and collaborate with the other Board Advisory Committees to ensure that decisions, investments and innovations are patient-centred, cost-effective, and locally relevant and are aligned to local care experiences and expectations.



### 3. Guiding Principles

The following guiding principles support the functioning of the Allied Health Clinical Council through:

- a Commitment to the Strategic Vision of WHL
- being Culturally safe and sensitive to diversity and showing respectful cooperation between all members
- respectful use and acknowledgement of intellectual property developed via the Committee
- acknowledgement of Committee participant's time and different perspectives
- acknowledgement that timeframes set for feedback are sometimes outside the control of WHL and that matters may need to be progressed outside of scheduled meetings
- alignment to the values of WHL through courteous and respectful interaction.

<b>Communications and Meeting Frequency</b>	<p>Meetings will be held four times per year.</p> <p>Extraordinary meetings may be called up as required.</p> <p>Meetings will run for 1.5 hours.</p> <p>Meetings will generally be via videoconference with a maximum of two face to face meetings per year.</p>
<b>Quorum</b>	<ul style="list-style-type: none"> <li>• 50% plus one.</li> <li>• If a quorum is not met the continuation of the meeting will be decided at the Chair's discretion.</li> </ul>
<b>Reporting responsibility</b>	<p>The AHCC is an Advisory Committee to the Board of WHL.</p>
<b>TOR review</b>	<p>Biennially (every two years) from 2023 onwards.</p>
<b>Membership</b>	<p>The Allied Health Clinical Council will comprise of <b>up to 13</b> representatives as follows:</p> <ul style="list-style-type: none"> <li>• <b>12</b> Allied Health Professionals working privately in the NBM region, across a range of professions and geographic representation.</li> <li>• <b>One</b> Allied Health Professional working in the Public Health System.</li> <li>• WHL CEO (ex-officio).</li> <li>• Chairs of other Board Advisory Committees may attend meetings as Guests.</li> <li>• WHL Board members may attend meetings as a Guest.</li> <li>• Potential new members will be assessed using the Allied Health member skills matrix.</li> </ul>



<b>Committee Member Obligations</b>	Each member is required to: <ul style="list-style-type: none"><li>• actively contribute to all decision making.</li><li>• report on actions where required by the due date.</li><li>• abide by the Terms of Reference of this Committee.</li><li>• abide by the WHL Stakeholder Code of Conduct.</li><li>• comply with the WHL Confidentiality requirements.</li><li>• acknowledge the WHL Statement of Business Ethics.</li><li>• abide by the Values of WHL (Respect, Ethical Practice, Continuous Improvement, Collaboration, Quality).</li><li>• declare any Conflicts of Interest as and when they occur, including participating in other consultation forums on work or topics related to information shared in this forum.</li></ul>
<b>Remuneration</b>	Remuneration is based on the WHL Policy “7.20. Healthcare Provider Representative and Advisor Remuneration Policy”.
<b>Committee Operations and Administration</b>	Shall be in accordance the WHL Committee Operations Manual, with secretariat services provided by the Stakeholder Governance and Relationships Team at Wentworth Healthcare.

**APPROVED 29 March 2023**