

Allied Health Clinical Council

TERMS OF REFERENCE

1. Role and Purpose of Allied Health Clinical Council

The Allied Health Clinical Council (AHCC)

- 1.1 is a Board Advisory Committee of Wentworth Healthcare Limited (WHL).
- 1.2 advises 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 provides 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 person-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 Wentworth Healthcare 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 Wentworth Healthcare
- 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 participants' time and different perspectives
- acknowledgement that timeframes set for feedback are sometimes outside the control of Wentworth Healthcare and that matters may need to be progressed outside of scheduled meetings
- alignment to the values of Wentworth Healthcare through courteous and respectful interaction.

Communications and Meeting Frequency	<p>Meetings will be held four times per year.</p> <p>Extraordinary meetings may be called as required.</p> <p>Meetings will be scheduled for 1.5 hours.</p> <p>Meetings will be via video conference attendance. Face to face meetings may be arranged occasionally as required.</p>
Quorum	<p>50% plus one, rounded down to the next whole number.</p> <p>If a quorum is not met the continuation of the meeting will be decided at the Chair's discretion.</p>
Reporting responsibility	<p>The AHCC is an Advisory Committee to the Board of Wentworth Healthcare.</p>
TOR review	<p>Biennially (every two years) or as required.</p>
Membership	<p>The Allied Health Clinical Council will comprise of members as follows:</p> <ul style="list-style-type: none"> • Allied Health Professionals: up to 12 working privately in the NBM region, across a range of professions and geographic representation. • Public Health Representative: up to one Allied Health Professional working in the Public Health System. • Chair: this may be an existing member of AHCC or an additional member. • The Wentworth Healthcare CEO is an ex-officio member of AHCC. They may be represented at meetings by another Wentworth Healthcare staff member as necessary.



	<p>Chair</p> <p>The Chair of the AHCC is appointed as follows:</p> <ol style="list-style-type: none">1. The Chair of AHCC will be appointed from amongst the existing AHCC members. Members wishing to be the Chair of AHCC shall submit an expression of interest. Should there be more than one expression of interest, a vote of the AHCC members will be held. <ul style="list-style-type: none">• Should there be no nominations from amongst the existing members, then Wentworth Healthcare may seek to appoint a Chair from outside the current membership.• The term of the Chair will be for two calendar years. <p>A Deputy Chair will also be sought from amongst the existing AHCC members for a term of two calendar years.</p> <p>Guests</p> <p>The AHCC benefits from participation of a range of guests invited to meetings. These may include:</p> <ul style="list-style-type: none">• Chairs of other Board Advisory Committees are invited to attend as guests.• Wentworth Healthcare Board members may attend as guests.• Wentworth Healthcare employees attend to present, seek feedback or to fulfil administrative functions.• Other stakeholders or presenters will be invited to meetings as required. <p>Recruitment of members:</p> <ul style="list-style-type: none">• Where appropriate, Wentworth Healthcare will advertise for new members to fill vacancies. Potential new members will be assessed using the AHCC member skills matrix and applicants recommended to the Wentworth Healthcare Board for their approval prior to appointment. <p>Membership review:</p> <p>Membership of AHCC will be reviewed annually to ensure organisational needs are being met and to inform recruitment for the year ahead.</p>
<p>Committee Member Obligations</p>	<p>Each member is required to:</p> <ul style="list-style-type: none">• actively contribute to all decision making.• report on actions where required by the due date.• abide by the Terms of Reference of this Committee.• abide by the Wentworth Healthcare Stakeholder Code of Conduct.



	<ul style="list-style-type: none">• comply with the Wentworth Healthcare Confidentiality requirements.• acknowledge the Wentworth Healthcare Statement of Business Ethics.• abide by the Values of Wentworth Healthcare (Respect, Ethical Practice, Continuous Improvement, Collaboration, Quality).• 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.
Remuneration	Remuneration is based on the Wentworth Healthcare Policy “7.20. Healthcare Provider Representative and Advisor Remuneration Policy”.
Committee Operations and Administration	Provided by the Stakeholder Engagement and Governance Team at Wentworth Healthcare. Correspondence can be sent to engagement@nbmphn.com.au

Approved September 2024