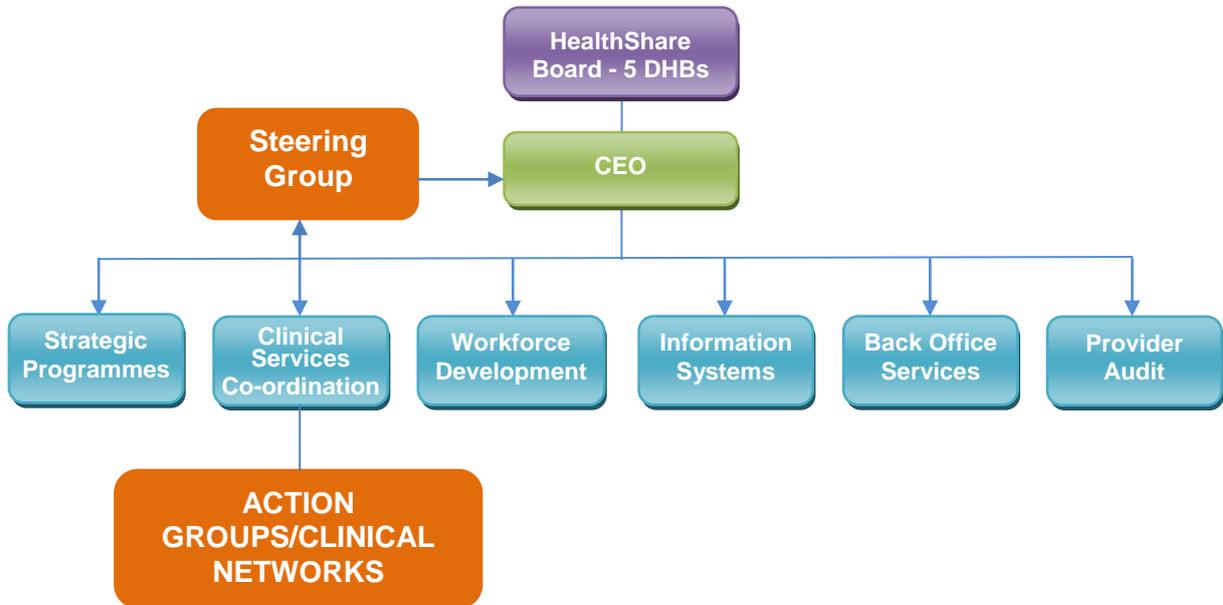


TERMS OF REFERENCE - MIDLAND MENTAL HEALTH AND ADDICTIONS CLINICAL GOVERNANCE NETWORK



This Terms of Reference should be read in conjunction with the each DHB's Annual Plan, Strategic Plan and the Midland Regional Clinical Services Implementation Plan.

Vision	Living well with supportive systems <ul style="list-style-type: none"> • Quality services • Sector infrastructure • Integration and social inclusion • Workforce capacity and capability
Purpose	The principle purpose of the Clinical Governance Network is to be a regional group providing: <ul style="list-style-type: none"> • Mental Health and Addictions expertise • Steering regional mental health and addiction service development in cooperation with other agencies • Benchmarking performance.

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Key Objectives	<ul style="list-style-type: none"> • Leading regional mental health and addiction planning • Leading service improvement • Supporting the achievement of health targets and policy priorities • Linking to national and regional governance structures and processes • Leading and/or supporting the development of nationally consistent approaches to mental health and addiction • Reducing inequalities in mental health and addiction outcomes.
Functions	<p>To lead regional activity, including implementation of the 2012/13 mental health and addiction actions/initiatives on behalf of the Midland DHBs, and to provide expert technical and clinical advice to the HealthShare CEO through the development of initiatives leading over time to:</p> <ul style="list-style-type: none"> • Improved clinical outcomes through optimal treatment of mental health and addictions issues – resulting in recovery focussed, effective and efficient services for consumers and their families/whanau • Reduced disparity in clinical outcomes for mental health and addictions services between population groups and DHB areas across the Midland region. • Efficient and effect use of human, financial and other resource. <p>The Clinical Governance Network will also:</p> <ul style="list-style-type: none"> • Be accountable for ensuring that key regional decisions have sound clinical and managerial endorsement in a timely manner • Agree strategic priorities to guide operationalisation across the region • Review and monitor regional clinical effectiveness activity • Ensure partnerships when working with service users and families/whanau across services • Identify risks, assess and mitigate • Complete a Strategic Workplan plan with all stakeholders

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Principles	<p>The underpinning principles for any activities and advice undertaken by the Clinical Governance Network will be guided by:</p> <ul style="list-style-type: none"> • Equity • Access • Quality and safety focus • Sustainability • Affordability.
Chairperson	<p>The HealthShare CEO will appoint the Chairperson of the Clinical Governance Network on the advice from the group.</p> <p>The nature of the work involved will require a high level of competency and expertise in relation to mental health and addiction services.</p> <p>The Chairperson will most likely be a Clinical Director from one of the 5 Midland DHBs. The CEO may also appoint a deputy chair from the MRNCG.</p>
Membership	<p>Members of the Clinical Governance Network have been selected via a robust Expression of Interest (EOI) process that was open to all of the Midland DHBs, and subsequently appointed by the CEO.</p> <p>Membership aims to ensure a mix of senior clinical and managerial representatives involved in the delivery of mental health and addiction services, across community and hospital and specialist services.</p> <ul style="list-style-type: none"> • Clinical representative(s) • Management representative(s) • Maori Health representative(s) • Service User/family whanau representative(s) • Planning and Funding representative(s) • Primary care representative(s) • Allied Health representative(s) <p>Other experts can be co-opted to the group for short, specified periods to assist the work of the Network.</p>

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	The CEO may nominate an ex-officio member of the Group.
Parameters	<p>The aim of the Clinical Governance Network is to ensure:</p> <ul style="list-style-type: none"> • Active involvement of participating organisations in the planning, policy development and advice to inform decision making of the HealthShare Board. • Expert information is provided that enables the development, implementation and delivery of mental health and addictions interventions that maximises the overall health gain across the Midland Region. • The provision of advice and recommendations to the HealthShare Board via the CEO. The Group has no delegated authority, and must operate in accordance with any directions from the CEO. • Advice must be cognisant of and consistent with the New Zealand Health Strategy and other relevant government strategies.
Accountability	The Clinical Governance Network and its members are accountable to the CEO of HealthShare, and will work in conjunction with the Regional Planning Unit.
Relationships	<p>The Clinical Governance Network will take its broad direction from the CEO and will be supported in its work by the management teams of the Midland DHBs.</p> <p>The Clinical Governance Network Chair, or a member at the Chair's express direction, will act only through the Chief Executive (or his/her delegate).</p> <p>The Chief Executive and the management of the Midland DHBs may attend and speak at meetings.</p> <p>Groups are to have effective relationships with the community including providers and multi-disciplinary groups to utilise their collective expertise within the work of the group.</p> <p>The group will ensure effective engagement with appropriate clinical and non-clinical leadership groups that may be used to inform the Midland Regional Clinical Steering Group.</p> <p>The Group will be open to receiving submissions from individuals and organisations.</p>

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	<p>There will be no media or other statements on group matters except via the Group Chair or CEO.</p> <p>In addition the group will ensure links to:</p> <ul style="list-style-type: none"> • Other local, regional and national mental health and addictions groups • PHOs • NGOs.
Scope	<p>The Clinical Governance Network has a broad requirement to consider all issues of relevance in relation to the delivery of mental health and addiction services, this includes:</p> <ul style="list-style-type: none"> • Investigation, information gathering and feedback from: <ul style="list-style-type: none"> ○ A range of work completed nationally such as national strategy documents, prioritisation processes, and legislation ○ Group members' knowledge and experience ○ Community issues or concerns ○ Any other relevant information available to assist with providing advice to the CEO. • Providing sector leadership through the identification of service delivery issues and the facilitation of solutions, such as service co-ordination, support for collaboration, workforce development, and knowledge sharing.
Process	<p>Administrative support will be provided by HealthShare.</p> <p>The MRNCG will generally meet monthly in the first instance.</p> <p>Once fully established, meetings may alternate between face:face and tele/video conferences, with meeting dates to be scheduled in advance. This will be reviewed as we move towards business as usual.</p> <p>We expect there will be a minimum of 9 meetings scheduled over a calendar year.</p> <p>The Clinical Governance Network may decide that it is necessary to meet, teleconference or videoconference more often as required, at times, to undertake its work.</p> <p>The Clinical Governance Network may from time to time hold workshops</p>

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	<p>and planning sessions involving group members and/or other interested parties. They may also, from time to time, advise of the need to form focus groups, working parties, project teams or similar groups to progress the work of the Group. These ad hoc groups will have clear expectations and timeframes to work within.</p> <p>Attendance may not be delegated.</p> <p>The expectation is that members will be committed to attend all meetings. Should a member not attend 3 consecutive meetings without tendering their apologies or providing written feedback/responses in advance of the meeting, their membership will be reviewed by the group.</p>
Reporting Requirements	<p>The Clinical Governance Network will provide a written report to the CEO quarterly. Copies of this report will be presented to the HealthShare Board and Midland DHB Boards as appropriate.</p> <p>The CEO may also require specific reports from the Group to inform the MRSP and monthly meetings of the Midland Regional Clinical Steering Group (via the Regional Director).</p>