



*Clinical Advisory Committee
Terms of Reference – January 2022*

PURPOSE

To foster quality psychosocial-oncology (PSO) and supportive care to meet the diverse needs of cancer populations throughout their cancer experience by the development, dissemination, and uptake of standards and evidence-based guidelines in PSO and supportive care.

RESPONSIBILITIES

1. To develop and disseminate PSO standards and evidence-based practice guidelines for uptake in provincial cancer organizations.
2. To define and recommends standards and performance indicators for PSO which could be reported nationally, and developing a strategy around PSO patient reported outcome measurement.
3. To collaborate with organization's PSO leaders in the development of quality indicators for PSO services for national comparison working with Canadian accreditation agencies and other relevant organizations I.e. CAPCA, CPAC.
4. To liaise with the CAPO Advocacy and Education Committees to ensure that linkages relating to education (Professional and public), dissemination and relevant research are incorporated into Standard documents and Clinical Practice Guidelines.
5. To work collaboratively with the Fund-Raising Committee and others to establish sustained financial resources for the development, dissemination and evaluation of the PSO and Supportive Care Standards and Clinical Practice Guidelines.
6. To foster dissemination of novel psychosocial oncology service delivery initiatives across the country, and identify common challenges for a national response in collaboration with the Advocacy committee.

TERM OF OFFICE:

Three year term. Members may serve an additional consecutive second term.

CHAIR and Co-CHAIR: A member of the Board is designated as the Chair of the Clinical Advisory Committee. A Co-Chair is also appointed to support the work of the Chair and the committee. The co-chair does not need to sit on the Board.

MEMBERSHIP: Representatives from provincial cancer agencies, representing clinical and administrative leadership respectively and diverse needs for PSO programming across geography or population needs.

FREQUENCY OF MEETINGS: Quarterly meetings at a minimum, four by teleconference and one face to face to be hosted by CAPO at the annual CAPO conference.

REPORTING RESPONSIBILITIES: Accountable to the CAPO Board. Members will communicate with appropriate administrators and knowledge users within each of their respective provincial organizations.

COMMUNICATIONS: provide regular website content for updating as well as regular Connection content.