

Madawaska Communities Circle of Health (MCCH)

JOINT ETHICS ADVISORY COMMITTEE

TERMS OF REFERENCE

PURPOSE OF THE COMMITTEE

- To support individual (patient, client, resident) autonomy and to act as a resource for staff, patients and individual's families/advocates in issues related to ethics.
- To contribute to education and policy development on issues related to ethics.
- Act as a facilitator, on request, for any group within the Circle faced with morally difficult problems pertaining to issues in care delivery.
- To encourage reflection and increase the awareness about ethical issues among MCCH staff and care providers.

GUIDING PRINCIPLES

The Committee upholds the Mission, Vision and Values of its respective members. In addition, the Committee will:

- seek the well-being of the person as their first priority
- be guided by ethical norms and is respectful of viewpoints inconsistent with such norms
- seek broad-based cultural and religious input and understanding
- maintain confidentiality
- foster respect for the dignity and conscience of employees as well as individual and their families/advocates

SCOPE OF THE COMMITTEE

The Ethics Advisory Committee will act solely in an advisory and consultative capacity.

The Committee's activities will not replace those of Partner Committees or Teams that already exist to address specific problems.

The Ethics Advisory Committee is bound by MCCH partner policies concerning confidentiality and the release of patient or personnel information.

FUNCTIONS OF THE COMMITTEE

1. Educate the Committee, staff, patients and patient families/advocates on ethics, rights, frameworks and processes for ethical thinking and decision-making.
2. Act as a resource for policy development including those related to confidentiality, anonymity, and release of information to the local news media. The Committee may also assist in developing policies for the use of new technology.
3. Advocate for a raised awareness of individual rights and person-centered approach leading to quality care.
4. Maintain a clear and accessible process for ethics consultations.
5. Conduct ethical decision-making based on a standard framework for moral discourse adopted and endorsed by the MCCH Joint Ethics Advisory Committee

6. Work to identify problem areas for ethics in Circle of Health
7. Evaluate Committee's performance and Terms of Reference on an annual basis.

MEMBERSHIP

The committee shall be comprised, at minimum, of the following members

- 3 SFMH representatives
- 2 Valley Manor representatives
- 2 BBAHS representatives
- 1 MVHPC representative
- 1 MVACL representative

Committee membership should not exceed 12 members. Special Interest Group Representatives may be invited to participate on an ad hoc basis.

Term of membership is three years. No person may be a member for more terms than will constitute twelve (12) consecutive years of service, provided however that following a break in the continuous service of at least one year the same person may be re-appointed to the Committee.

No member may serve as Chair for more than three (3) terms, except in the case of appointment to fulfill an unexpired term, provided however that following a break in the continuous service of at least one (1) term, the same person may again serve as Chair.

FREQUENCY OF MEETINGS

The Committee shall meet on a semi-annual basis and at the call of the Chair.

A quorum shall consist of 50% of the membership.

A member will record the minutes of meetings. Committee members will maintain confidentiality of minutes. Access to minutes outside of Committee will only be granted on written permission of the Chair. Summary reports with non-identifying information will be developed for partner agency use as needed/appropriate.

CHAIRPERSON

Greg McLeod will serve as Chairperson for 2016-2017.

February 2016