

Terms of Reference
Canterbury DHB
CONTRACTED PROVIDERS' QUALITY NETWORK
August 2004

- Purpose** To facilitate networking and sharing of information amongst Contracted Providers Quality Practitioners
- Objectives**
- To provide a forum for sharing quality information, standards, national strategies and trends.
 - To provide a mechanism for input into Ministry of Health and CDHB policy and processes.
 - To facilitate training opportunities.
 - To provide guidance and mentoring.
 - To enable sharing of document formats
 - To provide a mechanism for disseminating quality and health-care related information to relevant contractor providers.
 - To develop quality initiatives.
- Membership** Membership is open to quality practitioners belonging to Canterbury DHB Contracted Providers with an interest in quality management practices.
- Corporate Quality/Risk Manager
 - Assistant Corporate Quality/Risk Manager
 - Contract Managers, Planning & Funding
- Chairperson** Elected by the group
- Meetings** Monthly, from 1530 – 1700 hours
- Agenda** A written agenda will be circulated one week prior to the meeting. Items for the agenda should be received two weeks prior to the next meeting.
- Minutes** Minutes of all meetings will be circulated to:
- Forum participants
 - CDHB Executive Director of Nursing
 - CDHB Chief Medical Officer
 - CDHB Planning & Funding General Manager