



## Provincial Council for Maternal and Child Health Maternal-Newborn Advisory Committee

### Neonatal Follow-Up Clinics Work Group Terms of Reference

#### **Background:**

The Maternal-Newborn Advisory Committee (M-NAC) of the Provincial Council for Maternal and Child Health (PCMCH) has requested a work group be convened to examine the current state of neonatal follow-up clinics across the province, to identify any gaps or variations in practice and to make recommendations aimed at strengthening the system of neonatal follow-up for the province.

#### **Purpose:**

To convene a panel of experts in neonatal care to provide a comprehensive understanding of the current neonatal follow-up system within Ontario and to identify the variations that exist between the clinics and the gaps within the system. The work group will also be charged with making recommendations to optimize the system for neonatal follow-up across the province.

#### **Objectives:**

The Neonatal Follow-Up Clinic Work Group will:

- Define the current state of neonatal follow-up clinics including:
  - Access
  - Patient inclusion criteria
  - Scope of practice
  - Human resources
  - Data collection
- Make recommendations regarding:
  - Access
  - Mandate and scope of practice for neonatal follow-up clinics
  - Clinical practice
  - Human resources
  - Data collection

#### **Accountability:**

The Work Group will report to the Maternal-Newborn Advisory Committee of PCMCH.

#### **Membership:**

In order to ensure a comprehensive approach, Work Group members will be chosen from Neonatology, Developmental Medicine, Paediatrics, primary care, and the Ministry of Child and Youth Services. Members will represent the level of care, geographical and professional diversity of the stakeholders involved and/or interested in the work of Neonatal Follow-Up Clinics.

**Members:**

- Clinicians who work in Neonatal Follow-Up Clinics and/or Neonatal Intensive Care Units.
- Developmental Paediatrics Clinicians
- Primary Care Clinicians
- Representation from the Ministry of Child and Youth Services, 18-month Enhanced Well Baby Visit

**Decision Making Process:**

Members share accountability for decisions. There should be open and direct communication based on honesty, respect and transparency, to ensure that all perspectives are heard. Decisions should be evidence or most-promising practice based. Decisions will be made by consensus whenever possible. If voting is required, all members will have one vote.

**Conflict of Interest:**

Members of the Work Group shall disclose, to the co-chairs of their group, without delay, any actual or potential situation that may be reasonably interpreted as either a conflict of interest or a potential conflict of interest.

**Communication and Confidentiality**

Work Group material should be treated as confidential. It will be clearly stated when this material is no longer confidential.

**Meeting Schedule**

TBD

**Timeline**

October 2013 – June 2014.