

Working Group 1 (PVASt): Use of PROMIS
Terms of Reference
FINAL July 26, 2010

Category	Description																										
1. Purpose	Utilize the VA module in PROMIS to reduce manual charting, enhance reporting and the capacity for continuous quality improvement (CQI) activities, and increase operating efficiencies.																										
2. Responsibilities	See purpose																										
3. Deliverables	The deliverables (objectives) of Working Group 1 in 2010/11 ¹ are to: <ol style="list-style-type: none"> 1. Continue to receive and prioritize requests for PROMIS enhancements. 2. Continue province-wide reporting of VA incidence, prevalence and bacteremia infection rates. 3. Continue reporting province-wide VA incidence complement and “why 4. Begin reporting on new fistula failure rates. 5. Work with HAs to increase the quality and quantity of data entry into PROMIS. 																										
4. Composition	<table border="1"> <thead> <tr> <th>Position</th> <th>Person</th> </tr> </thead> <tbody> <tr> <td>Manager, IMIS</td> <td>Suada Kojic (PRA)</td> </tr> <tr> <td>Senior Database Programmer</td> <td>Shelley Pan (PRA)</td> </tr> <tr> <td>Statistician</td> <td>Alexandra Romann (PRA)</td> </tr> <tr> <td>Information Management Coordinator</td> <td>Sean Qually (PRA)</td> </tr> <tr> <td>Lead, Clinical Networks & Special Projects</td> <td>Donna Murphy-Burke (PRA)</td> </tr> <tr> <td rowspan="2">PROMIS Clerks</td> <td>Cara Magas (IHA)</td> </tr> <tr> <td>Coleen Mar</td> </tr> <tr> <td>Medical Consultant, PROMIS</td> <td>Gary Nussbaumer (PRA/VCH/PHC)</td> </tr> <tr> <td rowspan="7">VA RN/Educator/QIP</td> <td>Angela Romyn (IHA)</td> </tr> <tr> <td>Tina Kenyon (IHA)</td> </tr> <tr> <td>Nathan Boroski (IHA)</td> </tr> <tr> <td>Mirita Zerr (FHA)</td> </tr> <tr> <td>Ruth Burns (FHA)</td> </tr> <tr> <td>Rick Luscombe (VCH/PHC)</td> </tr> <tr> <td>Paul Hougham (VCH/PHC)</td> </tr> <tr> <td>Tomas Skala (VCH/VGH)</td> </tr> </tbody> </table>	Position	Person	Manager, IMIS	Suada Kojic (PRA)	Senior Database Programmer	Shelley Pan (PRA)	Statistician	Alexandra Romann (PRA)	Information Management Coordinator	Sean Qually (PRA)	Lead, Clinical Networks & Special Projects	Donna Murphy-Burke (PRA)	PROMIS Clerks	Cara Magas (IHA)	Coleen Mar	Medical Consultant, PROMIS	Gary Nussbaumer (PRA/VCH/PHC)	VA RN/Educator/QIP	Angela Romyn (IHA)	Tina Kenyon (IHA)	Nathan Boroski (IHA)	Mirita Zerr (FHA)	Ruth Burns (FHA)	Rick Luscombe (VCH/PHC)	Paul Hougham (VCH/PHC)	Tomas Skala (VCH/VGH)
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¹ See PVASt/VAEG 2009/10 & 2010/11 Workplan for details.

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<p>5. Reporting Relationships</p>	<p>Working Group 1 reports to PVAST.</p> <p>Primary linkages:</p> <ul style="list-style-type: none"> • VA Educators Group (VAEG) • BCPRA IMIS Committee 								
<p>6. Meetings /Operational Protocol</p>	<p><i>Frequency of Meetings/Teleconferences</i> First Tuesday of every month from 1100 – 1230 hours. For reasons of logistics, most meetings will be teleconferences with periodic in person meetings as required.</p> <p><i>Agenda</i> Agenda items may be submitted to the Chair up until one week prior to the meeting. Agenda packages will be distributed 5 days in advance of the meeting.</p> <p><i>Minutes</i> The PVAST Coordinator will record minutes and distribute to committee members.</p> <p><i>Corresponding Members:</i> Agendas and minutes are available upon request.</p>								
<p>7. Staff Support</p>	<p>The BCPRA Executive Sponsor for the PVAST is the Executive Director, BCPRA.</p> <p>BCPRA will provide data and relevant reports on an as needed basis and will ensure the availability of appropriate project resources.</p>								