

BC Kidney Care Advisory Committee Terms of Reference

Purpose:

The BC Kidney Care Advisory Committee (BC KCAC), a standing committee of the BC Provincial Renal Agency (BCPRA), provides expert opinion regarding Chronic Kidney Disease (CKD) care in BC. The group provides a forum for collaboration across HAs and disciplines and advises on provincial priorities for CKD care and programming, CKD standards / guidelines / tools / teaching resources and quality indicators.

The KCAC maintains linkages between other aspects of CKD care such as dialysis, vascular access and transplantation. It aligns its activities with other provincial initiatives such as chronic disease management, end of life initiatives and patient self management.

Responsibilities of the KCAC are to:

1. Define the essential elements of good, cost-effective preventative & chronic illness care within CKD settings that includes systematic follow-up, assessment, and planning that is tailored to the clinical severity of the patient.
2. Assess the degree to which these agreed upon elements are routinely provided in the funded CKD programs and understand the variation that exists across CKD clinics.
3. Develop, roll-out and monitor a 3-year workplan to improve CKD care in BC, with efforts to reduce variation across programs where appropriate (2012/13, 2013/14, 2014/15).
4. Develop, disseminate and support the HA implementation of provincial CKD standards / guidelines /tools and teaching resources.
5. Establish and monitor province-wide CKD indicators.

Working groups will be established as required to address specific topic areas.

While overall direction will be provided by KCAC and its working group, day to day responsibility for implementation of identified initiatives will rest with individual HAs.

Committee membership:

Core members (guideline only; goal is to have a mix of disciplines and at least one representative per KCC centre plus a patient representative(s))

- Chair: Dr Monica Beaulieu
- Renal program director / manager reps (2)
- RN for each CKD centre (12)
- Dietician reps (2)
- Social work reps (2)
- Pharmacy reps (1)
- KCC office assistant (1)
- Nephrologist reps – 1 per each HA
- Primary care reps (2)
- Patient reps (2)
- BCPRA Lead of External Renal Networks – Donna Murphy-Burke

Ex-officio participants:

- Executive Director, BCPRA
- Chair, BCPRA Medical Advisory Committee
- Provincial Kidney Care Initiative project coordinator and administrative assistant

Reporting relationships:

KCAC reports to the BCPRA Executive Committee and works in close collaboration with the BCPRA Medical Advisory Committee (MAC).

Meetings / operational protocols:

Frequency:

Every 2nd month or at the call of the chair. For reasons of logistics, most meetings will be by teleconference.

Agenda

Agenda items may be submitted to the chair up until one week prior to the meeting. Agenda packages will be distributed 5 – 7 days in advance of the meeting by BCPRA.

Minutes

The project coordinator or project assistant will record minutes and forward to BCPRA for distribution.

Corresponding members:

Agendas and minutes will be available or circulated upon request.