

CorHealth Ontario Vascular Reporting Task Group: Terms of Reference

1. BACKGROUND

CorHealth is developing a collaborative and phased approach to measurement and reporting across the clinical domains of cardiac, stroke and vascular. Within the overarching vascular reporting strategy, defining outcome and activity measures for the vascular patient population has been prioritized for fiscal year 2018/19.

2. PURPOSE & FUNCTIONS

To advise on this important work we are forming a **Vascular Reporting Task Group** comprised of a diverse group of inter-professional experts in vascular care.

The Vascular Reporting Task Group will develop the following deliverables in 2018/19:

- Vascular reporting recommendations for monitoring Aortic Aneurysm and Lower Extremity Occlusive Disease outcomes that includes the recommended indicators, report audience, frequency and review processes
- Vascular data acquisition recommendations that include the recommended data sources for reporting

3. MEMBERSHIP

The Vascular Reporting Task Group will be comprised of vascular surgeons, interventional radiologists, hospital administrators, data experts and other key stakeholders within the healthcare system. Additional stakeholder representation will be considered as required.

The Vascular Reporting Task Group will be chaired by **Dr. Andrew Dueck**, Head of the Division of Vascular Surgery at Sunnybrook Health Sciences Centre.

Task Group members are expected to:

- Act in good faith and in the best interests of the people of Ontario and of CorHealth
- Come prepared to each meeting and actively participate and contribute to the discussion
- Represent the interests of CorHealth and the provincial vascular system
- Be a member in good standing at their place of employment and/or hospital, with no conditions on professional licenses or limitations in clinical practice

- Ability to commit the necessary time to participate in Task Group meetings and preparation

Below are the confirmed members of the Task Group:

Vascular Surgeons	Interventional Radiologists	Hospital Administrators	Hospital Data/Health Records
Dr. Andrew Dueck (Chair), Sunnybrook	Dr. Adnan Hadziomerovic, Ottawa	Marianne Beardsall, Director, Surgical Program & Interim Director, Mat/Child Program, Southlake	Michael Del Nin, Director, Decision Support, TBRHSC
Dr. Charles de Mestral, St. Mike's	Dr. Dheeraj Rajan, UHN	Jason Hann, Director Surgical and Ambulatory Services, Osler	Noor Ahmed, Supervisor, Health Records-Coding, Scarborough
Dr. Christiane Werneck, Trillium	Dr. Emilio Rodriguez-Marin, Trillium	Selma Mitchell, Royal Victoria	
	Dr. Emidio Tarulli, Kingston		

4. MEETING SCHEDULE

The Task Group meetings are scheduled as follows:

- Tuesday, October 30th, 2018 (8:00am – 10:00am)
- Tuesday, November 20th, 2018 (8:00am – 12:00pm)
- Tuesday, January 15th, 2019 (8:00am – 10:00am)

Membership commitment to attend all meetings, and participate in assigned activities between meetings, is requested to ensure continuity and completion of deliverables.

Meetings will include both options for in-person and teleconference.

Meeting agendas and related meeting materials will be prepared and distributed by CorHealth in collaboration with the Chair. Agendas will be approved in advance by the Chair. The Chair will represent the Vascular Reporting Task Group at CorHealth Vascular Leadership Council meetings. Minutes will be prepared and distributed by email.

5. CONFLICT OF INTEREST

Task Group members must ensure that any actual or potential conflict of interest arising in regard to any matter under discussion by the Task Group is drawn to the attention of the Task Group Chair. The Chair will determine what action, if any, is required arising from the conflict of interest and will take appropriate action.

6. DECISION MAKING

The Vascular Reporting Task Group is an advisory group of CorHealth Ontario created for the purpose of advising the development a Vascular Reporting Plan. The Chair and CorHealth will provide necessary facilitation to support consensus-building efforts, and meetings will be conducted to support open and direct communication based on honesty, respect, and transparency to ensure that all perspectives are heard. While consensus will be strived for, all perspectives, recommendations, and/or consensus from the group will be documented and distributed back to the Task Group for review in the form of meeting minutes. CorHealth will use these perspectives, recommendations, and/or consensus from the Task Group to develop the Vascular Reporting Plan recommendations. Recommendations will be presented to the Vascular Leadership Council for review and input, and the Executive Team of CorHealth for final approval.