



The Royal Australasian
College of Physicians

Terms of Reference

Integrated Care Working Party

**TERMS OF REFERENCE FOR THE ESTABLISHMENT AND MAINTENANCE
OF A WORKING PARTY OF THE COLLEGE TO BE KNOWN AS THE
INTEGRATED CARE WORKING PARTY**

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1. INTRODUCTION AND PURPOSE

The College's Integrated Care Working Party (the Working Party) has been established by the College Policy and Advocacy Committee (CPAC) to develop and articulate a College position on Integrated Care.

2. ROLE AND RESPONSIBILITIES

2.1. The role and responsibilities of the Working Party are:

- 2.1.1. To develop a proposed workplan, to be approved by CPAC.
- 2.1.2. To develop and articulate a College position on Integrated Care, including case studies to demonstrate the importance of integrating specialist care within multidisciplinary teams of health professionals. These case studies should focus on the benefits and barriers to delivering integrated care in the aged care sector and/or in the context of a chronic disease that impacts a number of physician specialties, such as diabetes.
- 2.1.3. To recommend funding models that address the barriers to integrated care, and promote greater collaboration and person-centred care.
- 2.1.4. To, where appropriate, recommend improvements to the teaching and training and CPD options which would better equip physicians to engage with and provide Integrated Care.
- 2.1.5. To develop other documents, models and materials to deliver on the Working Party's agreed workplan.
- 2.1.6. To develop an advocacy plan, and actively engage in advocating for Integrated Care.
- 2.1.7. To contribute to the development of agreed speaking points articulating these key points and recommendations from the College's position on Integrated Care, to support the President, President-Elect and other appointed College spokespeople on this matter.

2.2. The Working Party will operate in accordance with:

- 2.2.1. These Terms of Reference
- 2.2.2. The Governance of College Bodies By-Law
- 2.2.3. The College's policies and procedures, including the *Working Together* and *Code of Conduct* policies.

3. EXTENT OF AUTHORITY

The Working Party is a development and recommending body only and does not have authority to:

- 3.1. Approve output
- 3.2. Convene without prior approval
- 3.3. Speak on behalf of the College without prior approval

4. MEMBERSHIP

- 4.1. The Working Party shall comprise 8 or 9 members with expertise in the area of Integrated Care.
- 4.2. The members of the Working Party shall be selected from applications received as a result of a College-wide EOI process, by a selection panel comprising members of CPAC and the Director Policy & Advocacy Unit.
- 4.3. The Chair of the Working Party will be selected from applicants that have indicated an interest in being the Chair and have also addressed the additional selection criteria relating to the skills and experiences required to fulfil the role of the Chair of the Working Party.
- 4.4. The members and Chair of the Working Party will be appointed by CPAC upon the recommendation of the CPAC Selection Panel.
- 4.5. The Working Party will be supported by College staff from the Policy & Advocacy Unit.

5. DURATION

- 5.1 The Working Party will be established for a period of 12 months from the date of the Working Party's first face-to-face meeting to undertake the work described in these Terms of Reference, unless otherwise extended by the Board.

6. REPORTING

- 6.1. The Working Party will report to the College Policy and Advocacy Committee (CPAC).
- 6.2. The Working Party will provide CPAC with a written report of its progress against its objectives:
 - 6.2.1. Following each face-to-face meeting of the Working Party
 - 6.2.2. At regular intervals or as requested by CPAC
 - 6.2.3. Upon the cessation of the Working Party

7. DEFINITIONS

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| “College” | means The Royal Australasian College of Physicians (ACN 000 039 047), an incorporated body limited by guarantee. |
| “Fellow” | means a Fellow of the College. |
| “Trainee” | means a person who is undertaking a program of Basic Training or Advanced Training approved by the College in order to gain Fellowship of a Division, Chapter or Faculty of the College. |
| “College Member” | means a Fellow or a Trainee |
| “Co-opted Member” | means an individual who is not a Fellow, Trainee or Director of the College and has the appropriate level of business skills and knowledge required. |

Approved by the College Policy and Advocacy Committee on 2 February 2015