

# Northwestern Ontario Regional Stroke Network Community Stroke Prevention Clinic Nurses Committee

## Terms of Reference

### **PREAMBLE:**

The Northwestern Ontario Regional Stroke Network (NWORSN) is responsible for developing, implementing, and coordinating a regional plan for stroke care that crosses the entire continuum of care.

### **1. Purpose:**

The NWORSN Community Stroke Prevention Clinic Nurses Committee is accountable to the NWORSN Steering Committee in the provision of stroke care and stroke services for secondary stroke prevention and with a smaller focus with primary stroke prevention as it relates to people at high risk for stroke, recurrent stroke, in Northwestern Ontario.

### **2. Responsibilities:**

- 2.1. Identify, promote and provide education, support and resource needs.
- 2.2. Provide a forum for members to share information and explore opportunities for collaboration.
- 2.3. Explore opportunities for the creative use of existing resources to improve stroke prevention care
- 2.4. Identify and address challenges, barriers and opportunities for improved system integration and coordination of stroke prevention care.

### **3. Reporting:**

- 3.1. The NWORSN Community Stroke Prevention Clinic Nurses Committee reports to the NWORSN Steering Committee as well as the Regional Director of the Regional Stroke Program (NWORSN)

### **4. Membership:**

- 4.1 Membership of the NWORSN Community Stroke Prevention Clinic Nurses Committee will reflect current nurses involved with the four Community Stroke Prevention Clinics in NWO that are supported by NWORSN. In addition membership can include the NWORSN regional director, regional stroke educator, Thunder Bay Regional Health Sciences Centre (TBRHSC) Stroke Nurses, and the TBRHSC Stroke Prevention Clinic Nurse Practitioner and dietitian.

## **5. Committee Process:**

- 5.1. The committee will be chaired by a member of the NWORSN Community SPC Nurses Committee.
- 5.2. Decision making will occur through discussion and consensus whenever possible
- 5.3. Agendas and minutes will be sent to committee members one week in advance of the meeting.
- 5.4. Working groups and subcommittees will be appointed as required.
- 5.5. Persons external to the Committee may be invited to attend meetings at the request of the Chairperson to provide advice, education, and assistance when necessary.
- 5.6. The Terms of Reference will be reviewed at a minimum of every two years.

## **6. Meetings**

- 6.1 . Three meetings per year.
- 6.2. Shall not exceed two hours.
- 6.3. May be attended in person or by video/audio conference.

## **7. Support**

- 7.1 The NWORSN staff will provide support to the NWORSN Community Stroke Prevention Clinic Nurses Committee