

Terms of Reference

NBMLHD Allied Health Executive Council

Purpose

The Allied Health Executive Council is established for the purpose of driving strategy and innovation, providing expert professional advice, and ensuring operationalisation of allied health professional governance arrangements across NBMLHD.

Objectives

1. Identify strategic priorities for allied health and contribute to development of allied health strategic planning.
2. Monitor implementation of key allied health plans, e.g. strategic plan, workforce plan.
3. Drive innovation and cross-facility/service collaboration to improve patient/consumer health outcomes and experiences of care, and to address NBMLHD strategic priorities.
4. Oversee professional governance arrangements for all allied health in NBMLHD and ensure the NSW Principles for Allied Health Governance are addressed in full for all allied health disciplines.
5. Ensure allied health services meet the National Safety and Quality Health Service Standards (NSQHS) and contribute to patient safety and quality at a District level.
6. Drive research activity and capacity building for all allied health disciplines.

Modus Operandi

Chair	Director Allied Health, Research and Strategic Partnerships
Frequency	Meetings will be held monthly on TBC.
Secretariat	Executive Assistant to Director to Allied Health, Research and Strategic Partnerships.
Venue	Hybrid meeting: In person: Blue Mountains Meeting Room, Level 6 Station St Online: Teams
Agenda, Minutes, Papers	<ul style="list-style-type: none"> • The agenda and papers shall be distributed by the Secretariat at least five working days prior to the meeting date. • Members can request items be added to the agenda by contacting the Executive Assistant via email and providing relevant background information to be included in the meeting papers.

	<ul style="list-style-type: none"> All meetings shall be minuted and the minutes distributed to all members of the Committee within five working days.
Membership	<p>Director Allied Health, Research and Strategic Partnerships (Chair) Deputy Director Allied Health Allied Health Manager Nepean Hospital Allied Health and Aged Care Manager PCCH Child, Family and Priority Populations Manager PCCH Allied Health and Wellbeing Manager Mental Health Manager Psychology and Counselling Drug and Alcohol Allied Health Manager Cancer Care Blue Mountains/Springwood Hospital Allied Health representative Lithgow/Portland Hospital Allied Health representative Principal Psychologist Medical Radiation Sciences representative (Chief radiographer/Chief Nuclear Medicine Scientist/Chief Radiation Therapist) Medical Physics representative Director of Pharmacy representative Small disciplines representative* Professor of Allied Health</p>
Invitees	<p>Invitees will be required to provide a report at each meeting. Written reports to be provided to the secretary for inclusion in the agenda papers. Verbal reporting by exception.</p> <ul style="list-style-type: none"> Allied Health Strategy, Performance and Information Manager Allied Health Workforce and Policy Manager Allied Health Workforce Business Partner Allied Health Professional Educator
Quorum	50% plus 1
TOR review	Annually

*Small disciplines: child life therapy, counsellors, diversional therapy, exercise physiology, genetic counselling, orthoptics, podiatry