

Ontario Branch

Advocacy Committee

Terms of Reference

Accountability

The Advocacy Committee is a sub-committee of the CSHP-OB Council, which reports through the CSHP-OB Executive.

It is recognized that recommendations of the Advocacy Committee will need prior approval of the CSHP-OB Executive. Any recommendations will be shared with CSHP-OB Council at the biannual meetings.

Purpose

To maintain communication and collaboration with strategic partners (e.g. Ministry of Health, Provincial Pharmacy Associations, Ontario Hospital Association, Hospital Pharmacy Leaders) to advocate for Pharmacist and Pharmacy Technicians in hospitals and collaborative healthcare settings regarding:

- Scope of practice,
- Health Human Resources.
- Responding to consultation requests from partners
- Other challenges affecting professional practice as identified by members

To evaluate the impact of any initiatives and work with the Ministry of Health and other external partners to communicate and mitigate the impact.

Roles and Responsibilities

The Chair is appointed by the President, CSHP-OB The Chair will:

- Maintain committee membership of at least 10 members, not including adhoc members.
- Establish the agenda, organize and chair the advocacy meeting (Months are listed in ToR under Meetings).
- Distribute minutes of meetings to committee members and Branch Executive
- Develop advocacy strategies and plans for the year in discussion with members of the advocacy committee and Branch Executive.
- Delegate tasks to committee member(s)s as deemed necessary
- Serve as the liaison between the OB Council and the Advocacy Committee regarding advocacy issues and campaigns
- Advise Branch strategic planning as it relates to advocacy strategies and plans
- Attend all scheduled meetings of the OB Council
 - Provide updates from Advocacy Committee to OB Council
 - Participate fully in Council discussions and decisions

- Participate in all scheduled Advocacy Committee meetings or appoint a delegate to chair the meeting in case of absence
 - Participate fully in Advocacy Committee discussions and decisions
 - Provide updates from OB council to Advocacy Committee as required
- Provide local support to OB for specific CSHP advocacy campaigns
 - Co-attend meetings with government officials with OB President(s)
 - Promote local advocacy initiatives
 - Liaise with external organizations and key stakeholders as required
 - Disseminate advocacy issues to OB members regularly through presentations, e-blasts, newsletter updates and social media posts
 - support advocacy communications including but not limited to position statements, open letters, surveys
- Attend the OB Annual General Meeting (AGM)
 - Present an update on advocacy efforts for membership
- Onboarding for the incoming OB Advocacy Chair

Membership- All Advocacy Committee members must be CSHP members The Chair is encouraged to appoint representatives from diverse areas of CSHP-OB membership. Suggested list, not exclusive to:

- CSHP-OB President or Past President, or President-Elect
- Pharmacist Leaders (e.g Directors/Managers)
- Hospital Clinical Pharmacist
- Ambulatory Care Specialty Clinic Pharmacists (e.g. from Oncology, Dialysis, Transplant)
- Pharmacist practicing in a collaborative care setting (e.g. Primary Care, Long Term Care)
- Hospital Pharmacy Technician
- Pharmacy Resident
- Undergraduate Pharmacy Student
- Hospital Retail Pharmacist

Adhoc: Strategic partnerships as required by the Chair for advocacy

Ontario College of Pharmacists Ministry of Health Representative Ontario Health Association Representative Ontario Pharmacists' Association Representative Pharmacy Residency Forum on Ontario (PRFO) Ontario Pharmacy Residency Association (OPRA)

Quorum is 50% plus one

Term of Office

Chair - 2 year term with option to extend the term upon mutual agreement with CSHP Branch Executive (up to 4 years)

Members are appointed by the Chair for 2 year term with an option to extend the term upon mutual agreement with Chair (up to 4 years)

Members will have staggered terms, to ensure continuity

Meetings

Meetings will be held monthly 7 months of the year in January, February, March, May, June, September, October (Not April, July, August, November, December due to council meetings, summer and winter holidays) or at the call of the Chair

Communication through CSHP-OB President email obpresident@cshp.ca until advocacy committee email established

Committee evaluation

The Committee shall evaluate its effectiveness biannually.