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| **TERMS OF REFERENCE****Priority # 3: Hospital Care Resource Committee Discussed 2017 | Pending Approval**  |
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| **Overview WRSPC 3 Key Priorities** | At the WRSPC Strategy day on November 24, 2016 the following 3 Key Priorities were determined. **Priority #1** • Stress & Resilience Strategies -Ideas discussed included adding resources to the website, how to appeal to males, and how to present stress and resilience in a cultural way, and what is the best language to use (eg- life promotion vs suicide prevention), and how to build resilience in isolated groups such as first responders, military, seniors, and a variety of other isolated groups **Priority #2** • Research – Discussed pulling together a working group to look at how best to proceed -Cultural Impact - Who & Why - Feedback Loop -In/out of View - Media **Priority #3** • Hospital Care Resource - Already have buy in from GRH and CMH - Want to look at care packages for the 2/3 of individuals who present at hospital with suicidal thoughts that do not get admitted  |
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| **1.0****Purpose** | The Hospital Care Resource Committee: * To research and develop a hospital care resource for those who come to the Emergency Room with suicidal ideation/behaviour at Grand River and Cambridge Memorial hospitals but are not admitted.
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| **2.0****Goals** | * Conduct an evidence-based understanding of what people and their support circle need in keeping safe from suicide (defined in time) following presentation of suicidal thoughts at the hospital ER.
* Equip people with informed, evidence-based, sustainable package/supports to keep them safe.
* Evaluate outcome of initiative.
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| **3.0** **Objectives** | * Write the Request for Proposal (RFP). Hire a research person through an RFP process.
* Supervise project. [Oversee researcher conducting an environmental scan to identify current system needs.] Priority 3 Committee to disseminate information from research findings to hospitals as committee sees fit.
* Continue to foster collaborative relationship between WRSPC and Waterloo Region hospitals (Grand River & Cambridge).
* Apply findings throughout Waterloo Region hospitals.
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| **4.0****Membership** | The Hospital Care Package Committee shall consist of the following staff, as designated as follows:Current Members:**Waterloo Region Suicide Prevention Council [Co-chair] –** Elisa Brewer-Singh**Grand River Hospital –** Catrina Clark**Cambridge Memorial Hospital –** Susan Markides **Canadian Mental Health Association Waterloo Wellington [Co-chair] –** Kim Hewitt**Suicide Action Wilmot Wellesley –** Laura McShane**Community –** Debbie Emery**Community –** Rondi McFarlane**Community –** Adrienne Luft**Special Contributions by** **–** Danielle Trecroce* Additional members from external agencies will be appointed to the committee as needed
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| **5.0****Meetings** | **Meetings**:Monthly**Location:** Erb and Good Funeral Home**Recorder:** WRSPC Staff Lead to record minutes**Facilitator/Chair:** Responsible for agenda, delegation, arranging meetings. |
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| **6.0** **Roles & Responsibilities** | **Facilitator/Chair:** * Shall prepare an agenda, schedule meetings, and invite members accordingly
* Record minutes
* Facilitate meeting discussions by following an agreed upon agenda
* Distribute minutes via email
* Ensure terms of reference are followed
* Participate in the completion of tasks
* Shall be primary staff contact person for any external staff or person that is brought into do work on this committee

**All members:*** Attend meetings
* Keep up to date with minutes
* Participate in discussions
* Participate in the completion of tasks arising from meetings and in between meetings.
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| **7.0****Reporting** | * Hospital Care Resource Committee updates are provided at the monthly WRSPC meeting.
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