

Physician Compensation Quality Improvement Program (PCQIP)

Committee Terms of Reference

I. Program Summary

The Quality and Access Fund was established in July 2012 as part of the 2009-2013 Agreement between the Province of Saskatchewan and the Saskatchewan Medical Association (SMA) with agreement that a portion of the fund is dedicated to providing financial support for physician participation in health system change.

Established under the Quality and Access Fund, the Physician Compensation Quality Improvement Program (PCQIP) is a joint initiative between the Ministry of Health (Ministry) and the SMA to advance Saskatchewan's health system priorities by building physician capacity and involvement in quality improvement, leadership and change management across the health system.

The Program is jointly managed by a tripartite Committee with representation from the SMA, Regional Health Authorities (RHAs) and the Ministry. The Committee is accountable to and provides advice to the Minister of Health and SMA Board of Directors.

Vision

Our vision is to improve the quality of patient care by transforming health care in Saskatchewan through the support of physician involvement in transformational health system initiatives, and leadership training in quality improvement methods, through an innovative program.

Objective

The goal of the Program is to support, enhance, and accelerate physician involvement in leadership training, as well as involvement in health system transformational quality improvement initiatives focused on building a high-performing health care system with the goal of providing patients and families with better health, better care, better value, and better teams.

Purpose

The purpose of the PCQIP is to:

- Provide financial support for physician involvement in quality improvement (QI) work that is a collaborative part of Saskatchewan's health system transformational initiatives (See Eligibility Criteria below).
- Promote physician leadership development (i.e., training provides comprehensive knowledge and skills in QI principles, methods and tools, including adaptive leadership and change) for the role of leading QI work that engages meaningfully with physicians and supports Saskatchewan's health system transformation.

II. Oversight Committee

The Oversight Committee provides strategic oversight to the Program and adjudicates applications for funding. The Committee will provide advice on Program parameters and will monitor the

implementation of PCQIP to ensure policies are followed and ensure consistency in application of the Program across the Province.

Role and Responsibilities

The Oversight Committee shall:

- Adjudicate applications from organizations qualified to access funding to support physician involvement in QI work/training consistent with the Program mandate;
- Provide advice on PCQIP policies and implementation;
- Develop and monitor Program accountability and evaluation criteria; and,
- Review and respond to information acquired through Program monitoring and evaluation, including making recommendations regarding Program modifications.

Final decisions regarding Program modifications must have both Deputy Minister and SMA Board of Directors approval.

Governance Structure

The Oversight Committee is a joint committee that includes representatives from the RHA/ sponsoring organizations. The Committee is structured to support a collaborative approach that includes providers and health system officials.

The Oversight Committee is accountable to the Minister of Health, through the Deputy Minister, and the SMA Board of Directors and shall provide information, as requested.

The membership will include the following voting members:

- Four members nominated by the SMA; and,
- Two members total nominated by: the RHA, eHealth, 3sHealth, and the Saskatchewan Cancer Agency; of which at least one member is a member of the Provincial Leadership Team;
- Two members nominated by the Ministry.

A representative from the Provincial Kaizen Promotion Office (Health Quality Council) will be an advisor to the Committee.

Member Responsibilities:

The vision, objective and purpose will remain of paramount importance in the deliberations of each member, leaving aside and behind any behavior stemming from advocacy for, or representation of, any group or organization.

It is preferable that members have experience/certification in quality improvement methodology.

One role of the health system members is to provide the Committee with information and advice that will enable the Program to align priorities and services within the RHAs as well as provincial health system initiatives. The health system members will participate according to the mandates and Terms of Reference for the Committee, and will serve as a conduit for information to, and feedback from other RHAs.

One role of the SMA members is to provide the Committee with advice that will support and advance physician involvement in regional and provincial health system transformational initiatives.

A Ministry member will chair Committee meetings and the Ministry will be responsible for the recording of meetings minutes, coordinating meetings, and preparation of meeting material. The Ministry members will provide the Committee with information and advice that will enable the program to align with health system transformational priorities.

Meetings:

The Committee is expected to meet two to four times annually but may vary according to need. The chairperson will consult the membership to determine venues of meetings and teleconference will be made available. Quorum for each meeting will be set at five members and must include at least one member from each of the three representative groups.

The Committee, through the Chairperson, may invite other organizational representatives or patient/family advisors to attend meetings, as required.

The Committee will be chaired and supported (administrative and secretarial) by staff from the Ministry, including scheduling meetings and notifying committee members.

Minutes will be kept of each meeting and will be distributed in a timely manner.

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