

**Central West LHIN
Services for Seniors
Extended Action Group
Terms of Reference**

Purpose

The Extended Action Group will ensure that the full range of stakeholders receiving or providing health services for seniors in the Central West LHIN is engaged in moving forward with the Action Steps related to the Services for Seniors priority outlined in the initial Integrated Health Services Plan.

To start, the Central West LHIN will focus on those Action Steps identified in the IHSP to be undertaken or started in Year 1 (April 1 2007 – March 31 2008).

The Extended Action Group will be brought together at regular intervals during the year to provide advice and assist the Central West LHIN, and the Services for Seniors Core Action Group made up of health service providers that will be funded by and have service agreements with the Central West LHIN.

The Extended Action Group will ensure the perspectives of representative consumers, family groups, and individual practitioners, as well as health service providers that provide levels of health service to the seniors of Central West LHIN, including those not located within the LHIN.

Major Activities

Based on the IHSP, the Extended Action Group's activities for 2007-2008 include providing advice, assistance, and input and feedback to the Central West LHIN on:

- community engagement and communications
- comprehensive inventory of services for seniors
- identifying integration initiatives.

Community Engagement and Communications

Fundamental to the work of the LHIN and moving forward with the Action Steps of the IHSP is the engagement of health service providers, consumers, family groups, members of the public, and individual practitioners, to receive their input

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and feedback on planning and the implementation of initiatives that improve the integration and access to services for seniors. The level and type of community engagement may vary across projects.

The Extended Action Group will provide advice and assist the Central West LHIN to ensure:

- appropriate approaches to engage specific communities for specific projects
- inclusive and transparent processes
- timely and accurate information about priority activities is available
- support on-going communication among stakeholders.

A geographic area approach may be necessary to gain insight on the similarities and differences across the region.

Comprehensive Inventory of Services

The development of the comprehensive inventory of services will help the LHIN, local providers, and the community, to:

- understand the services to seniors available in the Central West LHIN and/or available to the seniors of the Central West LHIN
- identify needs / gaps in local services
- identify integration opportunities that may exist across providers
- develop capacity to meet identified needs / gaps.

The Extended Action Group will provide advice and assist the Central West LHIN on the development of the current inventory of services available to the seniors of the LHIN.

A summary document will present the current inventory of services.

This information will be vital to the development of a publicly accessible, comprehensive inventory of local services.

Identifying Integration Initiatives

The documentation of current integration activities will assist the LHIN in understanding the current environment and activities that have been undertaken to improve the integration of services for seniors in the Central West LHIN.

Fundamental work of the LHIN will be the development of integration opportunities that will improve the access of services to seniors in the Central West LHIN.

The Extended Action Group will provide advice and assist the Central West LHIN on the development and implementation of these integration initiatives. This may be by working on project action teams focused on specific integration initiatives.

Best Practice Research and Knowledge Transfer

Local health service providers and the LHIN will need to stay current with best practice services delivery models and with new provincial initiatives, strategies, and guidelines.

In carrying out its activities, the Extended Action Group will be expected to reference best practices that lead to more integrated services for seniors. The Extended Action Group will support the exchange of knowledge and sharing of best practices amongst LHIN stakeholders.

Extended Action Group Members

The Extended Action Group will be comprised of:

- representative consumers
- family groups
- individual practitioners
- health service providers of services to seniors located in the Central West LHIN that will be funded by and have service accountability agreements with the Central West LHIN
- health service providers that provide significant levels of service to the seniors of LHIN but are not located within the LHIN
- health service providers in the Central West LHIN that provide services to seniors as part of the population they serve, for example – mental health and addiction agencies
- health service providers in the Central West LHIN that focus on providing services to seniors that are not included within the Core Action Group

Meetings

Meetings will be held at least twice annually at the call of the LHIN.

Chair

Co-chairpersons will be appointed by the LHIN.

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Decision-Making

The Extended Action Group will provide advice to the Central West LHIN based on consultation sessions. As such, consultations will seek to build consensus based on the best interests of seniors in the LHIN.

Where consensus cannot be reached, the Extended Action Group will present a summary of the deliberations to the LHIN.

Duration

These terms of reference will be reviewed and updated prior to the beginning of the 2008-2009 fiscal year.

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June 13, 2007