

Nursing Advisory Council (NAC)
Terms of Reference
(Revised June 2019)

Our Vision:

To make a valuable contribution to advancing high quality patient care outcomes at St. Joseph's Healthcare Hamilton (SJHH) by providing leadership in evidence-informed patient and family-centred care, upholding excellence in professional nursing practice, education and research, and playing an integral role in enhancing the inter-professional environment; in alignment with the organizational strategic plan.

Our Purpose:

NAC is a forum for nurses in all roles at SJHH, which utilizes a shared governance approach to:

1. Advise, share expertise, facilitate change, and engage in collaborative decision-making.
2. Identify, plan, implement and evaluate initiatives related to nursing practice, education, and research.
3. Lead innovative nursing practices

Our Work is guided by and aligned with:

- The Standards of Practice of the College of Nurses of Ontario (CNO)
- The Regulated Health Professions Act (RHPA)
- The SJHH's vision, mission, strategic plan and policies
- The SJHH Nursing Mission, Vision and Philosophy
- Data and nurse performance metrics
- Patient and family experience
- Best practices

Our Objectives:

- To advance nursing priorities that are aligned with the SJHH's vision and strategic plan.
- To identify the need for the development, review, and approval of nursing-specific policies and procedures.
- To delegate authority to: 1) The Nursing Policy and Procedure Sub-Committee of the NAC to approve nursing policies and procedures, and 2) The Medical Directive Sub-Committee of the NAC to assist in the development and review of medical directives that relate to nursing practice.
- To identify opportunities for innovation, to lead nursing quality improvement initiatives and to evaluate nursing-sensitive outcomes.

- To collaborate with inter-professional colleagues in the dialogue, change, and evaluation of professional practice issues.
- To address professional issues related to scope of practice, credentialing and delegation of controlled acts and medical directives.
- To review the impact of health care policy, legislation, and regulations relevant to nursing and health care and recommend action when appropriate.
- To promote a quality practice environment for nurses.
- To ensure cross membership, networking and collaborative relationships with other services, councils and committees both internally and externally.
- To collaborate with academic and other community care provider partners and provincial regulatory and professional organizations.
- To support nurses to be collaborative decision-makers.
- To develop strategies to support nurses in life-long learning.
- To advance and promote nursing research.
- To celebrate and promote nursing achievements.
- To support the development and sustainability of unit-based nursing practice councils.

Our Sub-Committees:

1. Policy and procedures
2. Medical directives
3. Research
4. Ad Hoc working groups

Responsibilities of Committee Members:

- To provide leadership in the development, implementation and evaluation of the NAC initiatives, policies and medical directives.
- To prepare for, attend and actively participate in monthly meetings.
- To represent and facilitate a two-way communication between member's unit-based nursing practice council and/or your specific constituency (e.g. Infection Control) and the NAC.
- To consistently review and participate in the NAC agendas, minutes and activities of the committee.
- To contribute to the on-going evaluation of nursing practice, education and research.

Our Membership:

Voting Members

- Chief Nursing Executive (Ex-Officio) (1)
- Directors of Nursing (2)
- Nursing Professional Practice & Policy Advisor (1)
- Nurse Manager of Nursing Education (1)
- Nurse Managers (4)
- Nurse Educators (4)

- Advanced Practice Nurses (4)
- Student Placement Coordinator (1)
- IPAC Manager or RN Delegate (1)
- Unit-Based Nursing Practice Council Chairs or Delegates (8)
- Registered Practical Nurses (2)
- ONA Local President or Delegate (1)
- Clinical Informatics Manager or RN Delegate (1)
- Quality Patient Safety RN Delegate (1)
- Skin & Wound Care NP (1)
- Patient & family advisor

Non-Voting Members

- HHS Representative (Quarterly Attendance)
- Recording Secretary

Quorum:

51% membership

All nurses employed by SJHH are welcome to attend NAC, however only voting members may vote

Frequency of Meetings:

The NAC meets on the 3^d Monday of each month. During the summer, meetings will be at the call of the Chair.

Term of Office:

Each membership would be reviewed every 24 months.

The term of Chair would alternate between Directors of Nursing every 24 months.

Accountability:

The NAC is accountable to the Chief Nursing Executive.