

**Eastern Health**  
**Primary Health Care**  
**Community Advisory Committee**  
**Region: Conception Bay North and Trinity Bay South**

**Terms of Reference**

**PURPOSE**

To support Eastern Health in developing, implementing, monitoring and evaluating primary health care renewal in the Conception Bay North and Trinity Bay South area by:

- identifying and communicating the needs of the community
- facilitating community and inter-sectoral involvement
- facilitating cooperation, coordination, and collaboration among communities by sharing information and encouraging networking and partnerships among individuals, communities and community groups/organizations
- empowering individuals and communities to take responsibility for their own health
- participating in community capacity building/development activities
- fostering partnerships regionally, provincially, nationally and internationally

**MEMBERSHIP**

Membership will be recruited from the Conception Bay North and Trinity Bay South Area as well as from within Eastern Health and will be representative, as reasonably as possible, of the community at large.

**Members**

Mayor,

Mayor,

President, Chamber of Commerce

Physiotherapist & Community Representative, Open Hall

Director, Sir William F. Coaker Heritage Foundation

Director, Primary Health Care and Chronic Disease Prevention and Management

Primary Health Care, Clinical Informatics Specialist

Manager, ER/Ambulatory/PCU, Bonavista Health Care Centre

Manager, Primary Health Care

Manager, Public Health

Project Manager Peninsulas

VP, Information Services/Rural Health (VP Lead) *ex-officio*

VP, Clinical Services, *Ad hoc*

Membership will be reviewed annually.

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**CHAIR**

Co-Chairs: Community representative and Eastern Health representative.

**MEETINGS**

Meetings will be held every two months in Conception Bay North and Trinity Bay South. Consideration will be given to hold at another location as needed or requested.

- Members will advise the chair if they are unable to attend a meeting.
- A quorum of 50% of the membership will be required to convene.

**ACCOUNTABILITY**

The committee will report through an Eastern Health designate to the Vice President with lead responsibility for the Rural Health and Primary Health Care and Chronic Disease Prevention and Management.

**WORKING GROUPS**

Working groups may be established on an ad hoc basis to support specific tasks/projects as deemed necessary by the committee.