



Committee Terms of Reference

Committee Name: Member Wellness Committee

Date: May, 2016

Purpose:

The Saskatchewan College of Paramedics (SCoP) believes that members who are challenged with incapacity, whether temporary or permanent, should be supported in their effort to become well. The SCoP recognizes that in order to meet its mandate of ensuring public safety it is essential to have healthy members. The Member Wellness Committee will develop guidelines, policy, and procedures for its membership to aid in them remaining healthy.

With that in mind, SCoP has assembled a working group to begin developing a framework to support this important initiative. Some of the first issues that this group will tackle include:

- Defining incapacity;
- Incapacity vs. incompetence: how to differentiate the two;
- Define a process for dealing with incapacity that includes consideration of:
 - Risk and urgency;
 - Privacy considerations;
 - Collection of information/data/evidence;
 - Process for evaluation of information;
 - Desired outcomes and appropriate consequences;
 - Impact on practitioners; and
 - Other factors as identified.

Membership:

Committee members are appointed for a two year term, renewable once, with the terms of office staggered to ensure continuity. The Director of Professional Practice and Research is a non-voting member of the committee.

Currently there are three ACPs and one PCP member on the committee from a range of backgrounds:

- Education
- Urban
- Rural
- Fire

Three public members complete the make up of the committee and include a psychologist, a social worker, and a policy analyst.

Responsibilities:

1. Provide strategic advice and direction relating to member wellness to the College.

2. Identify the needs and concerns of the membership.
3. Promote communication between the SCOP and the membership to reduce stigma and increase wellness.
4. Pursue opportunities to promote the work of the Committee.
5. Investigate opportunities for collaboration within Canada.
6. Responsible for the planning, implementation, and evaluation of health promotion initiatives.

Resources:

Expenses of committee members to participate in committee meetings and activities will be reimbursed according to college policy. The Committee may invite people with expertise as needed. However, there are no funds available for honoraria or expenses for those invited. From time to time Council may establish funds to support committee activities.

Accountability:

The Committee may meet as needed at the discretion of the chair or Council and will report in a timely fashion to the Council. The Committee shall abide by College policies and work within the budget provided by Council. Committee members are expected to attend committee meetings and participate in committee activities on a reliable basis. The *Administrative Bylaws* provide a means for removal and replacement of committee members by Council in situations where regular attendance is not maintained.

Initial Approval: June, 2016