

**Child Health BC Hip Surveillance Program for Children with Cerebral Palsy  
Advisory Committee  
Terms of Reference  
April 13, 2015**

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| <b>Purpose</b>            | <p>The Advisory Committee (AC) will provide leadership and guidance to support the development and implementation of the Child Health BC Hip Surveillance Program for Children with Cerebral Palsy. The program aims to ensure that children at risk for hip displacement receive appropriate screening and are referred to a paediatric orthopaedic surgeon at the appropriate time to minimize or prevent complications associated with hip dislocations. The program will:</p> <ul style="list-style-type: none"> <li>• Facilitate the implementation and integration of the recommended standard of care for hip surveillance into practice across the province.</li> <li>• Ensure all children with CP or CP like conditions have access to the necessary support to ensure that early and appropriate management can be provided.</li> </ul>                               |
| <b>Guiding Principles</b> | <ul style="list-style-type: none"> <li>• Collaborative leadership</li> <li>• Family-Centered<sup>1</sup></li> <li>• Evidence-based</li> <li>• Provincially focused</li> <li>• Ensuring quality</li> </ul>  |
| <b>Roles</b>              | <p>Advisory Committee members are responsible for:</p> <ul style="list-style-type: none"> <li>• Support the development and implementation of the program</li> <li>• Provide information and advice related to area of expertise, including identifying challenges to implementation and learning needs</li> <li>• Upon request, liaise with network and linkages to provide feedback on implementation of the program</li> <li>• Review and advise regarding issues brought forward by the Project Executive</li> <li>• Remain current on program status</li> <li>• Champion the program within area/network and support communication</li> <li>• Attend and participate in Advisory Committee meetings</li> <li>• Support or participate on sub-committees or working groups as needed</li> <li>• Contribute to the development of the program evaluation framework</li> </ul> |
| <b>Membership</b>         | <ul style="list-style-type: none"> <li>• Diana Campbell, Parent Advisor</li> <li>• Jaylene DeGroot, Program Manager, Ambulatory Clinics, BC Children's Hospital</li> <li>• Karol Elliott, Physiotherapist, School District 23 (Kelowna)</li> <li>• Rob Everett, Pediatrician, Vancouver</li> <li>• Jason Gordon, Provincial Advocate, BC Association for Child Development</li> </ul>  |

and Intervention (BCACDI)

- Rod Honigman, Radiology Technician & Clinical Instructor, BC Children's Hospital
- Yvette Jollet, Head Physiotherapist, Fraser Valley Child Development Centre (Abbotsford)
- Colleen Katsube, Physiotherapist, The Centre for Child Development (Surrey)
- Nancy Lanphear, Medical Director, Sunny Hill Health Centre for Children
- Mary Lou Matthews, Provincial Lead, Child Health BC
- Lynore McLean, Physiotherapist, Positioning and Mobility Team, Sunny Hill Health Centre for Children
- Shirley Meaning, CYSN Therapy Manager, Children and Youth with Special Needs Policy, Ministry of Children and Family Development
- Mari-Anne Meulenkamp, Head Physiotherapist, Children's Therapy and Family Resource Centre (Kamloops)
- Stacey Miller, CHBC Hip Surveillance Program Coordinator
- Jane Mills, Physiotherapist, Vancouver Regional Pediatric Team (Vancouver)
- Kishore Mulpuri, CHBC Hip Surveillance Program Medical Lead
- Curtis Myden, Pediatric Orthopaedic Surgeon (Kelowna)
- Linda Oddo, Director of Allied Health, Interior Health East (Cranbrook)
- Maureen O'Donnell, Executive Director, Child Health BC
- Valerie Poirier, Physiotherapy Clinical Leader, Queen Alexandra Centre for Children's Health (Victoria)
- Lori Roxborough, Director, Therapy Services, Sunny Hill Health Centre for Children
- Joanne Schroeder, Executive Director, Comox Valley Child Development Association
- Taryn Silver, Physiotherapist, Nanaimo Child Development Centre
- Les Smith, Director of Programming, The Child Development Centre of Prince George and District
- Jaco Strydom, General Practitioner, Terrace
- Christine Therriault-Finke, Pediatric Physiotherapy Council of BC Co-Chair, Physiotherapist, Kootenay Family Place
- Kim Tully, Program Manager, Neuromotor Program, Sunny Hill Health Centre for Children

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|                                  | <ul style="list-style-type: none"> <li>• Carolyn Watt, Physiotherapist, Kitimat Child Development Centre</li> <li>• Brent Weatherhead, Pediatric Orthopaedic Surgeon (Victoria)</li> </ul>   |
| <b>Committee administration</b>  | <ul style="list-style-type: none"> <li>• Meeting coordination and documentation will be completed by the program coordinator and assistant.</li> </ul>   |
| <b>Governance &amp; Linkages</b> | <p>Leadership and direction for this project is provided by Dr. Maureen O’Donnell, Executive Director, Child Health BC and her reporting structure to BC Children’s Hospital.</p> <p>The Advisory Committee provides advice to the Project Executive (Medical Lead and Program Coordinator). The Project Executive is responsible for overall strategic and operational oversight of project, as described in the project Charter.</p>                                     |
| <b>Communication</b>             | <ul style="list-style-type: none"> <li>• Agenda and related materials will be provided to membership one week in advance of the meeting.</li> <li>• Meeting notes will be circulated for review within one month following each meeting.</li> </ul>  |
| <b>Meeting Frequency</b>         | <ul style="list-style-type: none"> <li>• Approximately twice per year; one in person and one via teleconference</li> <li>• Additional communication may be required via email</li> <li>• Sub-committees may be created as needed and will have individual Terms of Reference</li> </ul>  |
| <b>Committee Term</b>            | <ul style="list-style-type: none"> <li>• Length of term: 2 years with option to renew</li> <li>• Membership will be reviewed once per year</li> </ul>  |
| <b>Glossary</b>                  | <p><sup>1</sup>Family Centered approach:</p> <ul style="list-style-type: none"> <li>• “In a family-centred approach, those working within and across systems consistently view individuals in the context of their families and communities. They recognize families as experts on their own needs and view them as partners in decision-making and planning.” (British Columbia, 2014. <i>Families at the Centre: Summary Document</i>. Victoria: Author. p. )</li> </ul> |