

## **TERMS OF REFERENCE MAC COUNCIL FOR EXCELLENCE**

### PURPOSE

1. To support the quality improvement of **medical care and medical organization** at Providence Health Care.
2. To assist the MAC improve the quality and performance of its work.

### RESPONSIBILITIES

1. Support the MAC to improve the quality and performance of its work in terms of:
  - Advising the Board
  - Improving the safety and quality of medical care
  - Medical staff management, including credentialing, privileges, appointments and reappointments
  - Rules and regulations
  - Risk mitigation
2. Recommend improvement priorities to the MAC
3. Lead improvement initiatives delegated by the MAC.
4. Establish and monitor relevant performance indicators.
5. Recommend process improvements, policies, and guidelines to the MAC.
6. Ensure that regular quality assurance and quality improvement activities occur in each **Department**. This at a minimum will include review of the following:
  - Deaths occurring in the hospital
  - Statistics regarding patient progress in hospital
  - Methods of treatment of patients in hospital
  - Results of surgery performed in hospital
  - Physician-related issues referred from Programs or the SLT
7. Provide support and assistance to Department Heads in terms of their specific quality and performance improvement responsibilities and mandate.
8. Work with and support the committee responsible for the quality of medical records
9. Ensure alignment of activities with PHC strategic direction and related improvement initiatives.

### MEMBERSHIP

1. The committee is chaired by the Vice-Chair of the MAC.
2. Minimum of 5 MAC members representing at a minimum the following Departments:

- Department of Surgery
  - Department of Medicine
  - Department of Family Practice
  - Department of Emergency
2. Chair, MAC (Ex Officio)
  3. Director, Health Records
  4. Director, Medical Affairs
  5. Member of the Performance Improvement & Measurement Group
  6. Other members as required

TEAM SUPPORT (as needed)

1. Director, Performance Improvement & Measurement

LINKAGES

1. Providence Utilization Management and Access Council (PUMAC) through the Vice President, Medical Affairs - SPH
2. Senior Leadership Team through the Vice President, Medical Affairs - SPH
3. Board Quality and Performance Improvement Committee through the Vice President, Medical Affairs - SPH
4. Interdisciplinary Charting Steering Committee through the Director, Health Records
5. Education Committee

MEETING SCHEDULE:

Monthly or at the call of the Chair

NOTES:

Accountability:

- The MAC Council for Excellence is accountable to the Hospital Board through the PHC MAC
- The MAC is accountable for reporting to the Quality Committee of the Board
- The work of the MAC Council for Excellence is delegated to them by the MAC

\*\* The general quality of patient care is the responsibility of the clinical programs and the Senior Leadership Team.