



**Canadian Hospice Palliative Care Association**

**Association canadienne de soins palliatifs**

## **CHPCA Interest Groups Terms of Reference**

**Purpose:** The CHPCA Interest Groups create an opportunity for individuals to dialogue on hospice palliative care issues and topics of similar interest.

**Interest Groups:**

The CHPCA currently recognizes nine Interest Groups:

- Aboriginal Issues Group
- Canadian Network of Palliative Care for Children
- Nurses Group
- Pharmacists Group
- Physiotherapists Group
- Rural and Remote Issues Group
- Social Workers/Counsellors Group
- Spiritual Counsellors Group
- Volunteer Issues Group

**Functions :** The CHPCA Interest Groups:

1. Meet annually in conjunction with the CHPCA Annual General Meeting.
2. Engage in discussions of current issues related to their Interest Group
3. Provide information and feedback to the CHPCA Board of Directors to assist with the development of the association's Workplan.
4. Utilize the CHPCA Newsletter (AVISO), Web Sites and Monthly Update list to communicate with the general membership
5. Utilize the Interest Group List Serve, maintained by the CHPCA to communicate with Interest Group members.

**Members :**

1. The CHPCA Board will appoint a representative to each Interest Group who may or may not be the chair.
2. The Chair of each Interest Group is selected by the members of the Interest Group.

**Length of Term:**

Each Chair of an Interest Group can hold the position for a two-year term with the possibility of renewal for a second two-year term. This policy is in effect from this day forward.

**Frequency of Meetings :**

Interest Groups will have the opportunity to meet annually in conjunction with the CHPCA Annual General Meeting.

**Reporting Responsibility:**

1. The CHPCA Board Representatives on each Interest Group will report in writing to the CHPCA Board of Directors semi-annually.
2. All meetings shall be documented, with minutes circulated and preserved.