Chair, BC Renal Palliative Care Advisory Panel

Purpose

The Palliative Care Advisory Panel Chair plays a key role in providing strategic direction and leadership to the provincial Palliative Care Advisory Panel (PCAP), with a focus on achieving the goals outlined in the advisory panel's terms of reference and approved annual work plan.

Summary of Role

The PCAP Chair has a unique role in the province as a facilitator and leader, working with Palliative Care Advisory Panel representatives from across the regional renal programs, as well as the leadership of other provincial advisory panels. The Chair also collaborates with representatives from external organizations such as the Kidney Foundation of Canada, BC Centre for Palliative Care and the UBC Division of Palliative Care to advance palliative approach to renal care across all Health Authority Renal Programs (HARPs).

The Palliative Care Advisory Panel provides a forum for networking and collaboration across health authorities and disciplines, assists HARPs to develop and implement strong renal palliative care, and enhances education and training of End-of-Life (EOL) and Advanced Care Planning (ACP) care. The PCAP also supports and provides guidance to the Advanced Palliative and Geriatric Nephrology Fellowship Program.

Reporting Structure and Primary Working Relationships

The Chair, reporting to the BCR Executive Director/designate, leads the advisory panel, and works closely with the vice-chair(s), designated BCR Director, advisory panel members, a dedicated team of project management and administrative staff, fellows (if applicable), and with other provincial advisory panels and working groups as appropriate. Ensuring effective collaboration is critical to achieving the Palliative Care Advisory Panel goals.

Time Commitment and Compensation

This role will require a commitment of approximately 100 hours per year. BC Renal provides an annual compensation of $20,000 per annum and covers related expenses, including travel. The Chair leads Palliative Care Advisory Panel meetings, monthly leadership meetings, attends and provides updates at the biannual BC Renal Executive Committee and BC Renal Medical Advisory Group (MAG) meetings. Upon invitation, the Chair also attends meetings hosted by the BC Center for Palliative Care (BCCPC).

Term of Appointment

The chair is appointed for a term of five (5) years with the possibility of renewal for a second term of five (5) years. Renewals may be considered if mutually agreed to be both appropriate and beneficial by BC Renal.

Qualifications

This position is open to all kidney health professionals. The ideal candidate will have a broad understanding of the provincial renal network, at least three years of experience or engagement in palliative care work at the regional and/or provincial level, and leadership experience that would be applicable to this role.

Role Deliverables and Accountabilities

- Guide development of the PCAP's terms of reference and annual work plan, aligned with the BCR strategic plan.
- Provide oversight and guidance for all provincial PCAP initiatives.
- Lead the annual performance review of the PCAP against established goals, objectives and workplan.
- Work with BC Renal Senior Medical Lead for Provincial Quality and Data, to review HARP PCAP quality indicators to support continuous quality improvement.
- Establish, monitor, and promote effective use of Palliative Care Quality Indicators across health authorities, identifying areas for improvement.
- Promote meaningful engagement of patient partners in committee activities and decision-making.
- Foster a positive, collaborative environment and support integration of palliative care across all modalities and network advisory panels to ensure seamless renal palliative care.
- Chair PCAP meetings and leadership meetings, including review and approval of agendas and minutes, to ensure engagement and collaboration.
- Support integration and QI work of the Palliative and Geriatric Nephrology Fellow with the PCAP in collaboration with the Palliative and Geriatric Nephrology Fellowship Program Director and UBC.
- Support succession planning and oversee a seamless transition to a new chair, as appropriate.
- Provide guidance and advice to advisory panel members as required.
- Foster external partnerships with relevant organizations (BCCPC) to improve quality of care.

Indigenous Cultural Safety Training

- The chair is expected to complete the San'yas Health Training course, as this supports the foundational principle of the BC Renal strategic plan; completion of a certified HA-specific Indigenous training program with documentation of successful completion exempts them from the San'yas course.

Fostering a Culture of Respect Course

The chair is expected to complete the Fostering a Culture of Respect course; completion of equivalent HA-specific course will exempt them from this requirement.