

Vice-Chair, BCR Hemodialysis Advisory Panel

Purpose

The Vice-Chair supports the Chair in providing strategic and operational direction and leadership to the Provincial Hemodialysis Advisory Panel (HDAP), in meeting the goals and objectives outlined in the advisory panel's terms of reference (TOR) and approved annual work plan.

Summary of Role

The Vice-Chair has a unique role in the province as a co-facilitator and co-leader, working with health authority renal programs (HARPs) representatives as well as the leadership of other provincial advisory panels, to improve kidney care delivery and patient experience in BC.

Reporting Structure and Primary Working Relationships

The Vice-Chair reports to the Chair and works in close collaboration with the advisory panel members, BC Renal Leadership Team, and assigned BC Renal project management and support staff. In the absence of the Chair, the Vice-Chair will act as the Chair to support the HDAP.

Time Commitment and Compensation

This role will require a commitment of approximately 4-6 hours per month. The Vice-Chair is actively supported by BC Renal administrative and project management staff.

BC Renal provides an annual compensation of \$7,500 per annum for this role, and covers costs incurred, including travel.

Term of Appointment

The Vice-Chair is appointed for a period of three (3) years with the possibility of renewal for a second term of three (3) years. Further extension of tenure is possible if mutually agreed to be both appropriate and beneficial by the HDAP Chair and the BC Renal Leadership Team.

Qualifications

The ideal candidate for the Vice-Chair is a kidney care professional residing in BC, with a broad understanding of the provincial renal network, and a proven record of participating in initiatives at a regional and/or provincial level and clinical experience of at minimum 3 to 5 years. The Vice-Chair will preferably have ties to a health authority renal program distinct from that of the Chair. Leadership skills, and the ability to support the committee in achieving strategic goals, are essential.

Conflict of Interest

The Vice-Chair is required to sign and adhere to the BC Renal Conflict of Interest policy, to ensure transparency, and to promote ethical standards in the role.

Role Deliverables and Accountabilities

- Participates in developing the HDAP work plan, setting of annual priorities and developing/updating other HDAP documents such as the terms of reference, clinical guidelines, etc., ensuring alignment with the BCR strategic plan.
- Provides counsel and information as needed to the Chair and HDAP members.
- Maintains a positive working relationship with the HDAP.
- Attends all planning sessions and HDAP meetings. Attends the bi-weekly HDAP Core Group meetings.
- Supports succession planning, as well as the transition to the new Vice-Chair.
- Provides support and mentoring to new members (in conjunction with others).
- Supports the resolution of operational issues requiring a provincial solution (e.g., vendor/supply issues).

- Promotes the participation and involvement of patient partners in the work of the HDAP and ensures that their voices are heard when decisions are made.
- Provides support and guidance to project working groups established by HDAP, ensuring collaboration and focus on overall goals and objectives.
- Supports HDAP in establishing and managing quality indicators, identifying areas for improvement, and promoting their effective use within the health authorities.