



## **Champlain Dementia Network (CDN)**

### **Service Delivery Committee**

#### **Terms of Reference**

##### **Mandate**

To further develop a more coordinated and efficient system for clinic care and service delivery

##### **Goals**

- To develop a more coordinated system of assessment and treatment services
- To identify and address issues and gaps in service provision
- To work in collaboration as appropriate with the Education, Physician Education, Research, and Public Policy Committees

##### **Membership**

- CDN representatives (up to two; one of whom will be the Chair)
- Memory Disorder Clinic
- Geriatric Psychiatry Community Services of Ottawa
- Royal Ottawa Mental Health Centre
- Regional Geriatric Program of Eastern Ontario
- Champlain Community Care Access Centre
- discharge planner/social worker from the acute care sector
- a representative for day programs
- a representative for residential programs
- a representative for long-term care homes
- Alzheimer Society of Ottawa and Renfrew County
- general practitioner
- person with dementia and/or caregiver
- a representative from The Guest House
- a representative from Eastern Counties
- a representative from Renfrew County
- a representative from Lanark County when appropriate
- a representative from North Grenville when appropriate
- a representative from a service provider agency
- others as appropriate

Where members are representing an organization, it is the expectation that they will consult with their respective constituency.

##### **Term of membership**

- two years, renewable

**Frequency of meetings**

- quarterly

**Attendance at meetings**

- where appropriate, proxy representation is acceptable

**Location of meetings**

- meetings are usually held in Ottawa; participation by Ontario Telemedicine Network (OTN) can be used

**Accountability**

- the CDN Service Delivery Committee is accountable to the CDN

**Other**

- the CDN Service Delivery Committee may create task forces or ad hoc committees from time to time