



## **BORN Midwifery Advisory Workgroup Terms of Reference**

### **Mandate**

This working group is has been formed to advise BORN Ontario on use of data generated by midwives throughout the province. The group will play a role in reviewing system enhancements and report development efforts. The group will offer midwifery insight across BORN projects including development of QI and reflective practice initiatives, data requests, and midwifery focused Provincial Rounds.

### **Membership & Reporting Structure**

The membership will be chosen to be small and agile with all key stakeholders being represented. The working group will be composed of a limited number of members including a chairperson. The following roles/expertise will be represented:

- BORN Manager for Health Informatics
- BORN Coordinators for Midwifery
- OMP, CMO, AOM, MEP
- Practicing midwives representative of multiple settings, roles, experience ranges and routes to the profession.
- Registered Midwife from the Aboriginal Community
- Aboriginal Midwife
- Midwife researcher
- Student Midwife

The BORN Midwifery Advisory Workgroup will report to the BORN leadership team. Additional BORN staff will participate as required on a per-project basis.

Working group members are defined by their roles. The Coordinator(s) for Midwifery will act as Chair.

### **Meetings**

Meetings will be held quarterly through teleconference. Meetings may also be called ad-hoc at the call of the Chair.

Sub-committees may meet more often depending on tasks/workload.

### **Key Deliverables**

Deliverables for each fiscal year will be established by the Workgroup and be in line with Midwifery Coordinator deliverables.

## **Appointment Term**

Initial appointments will be made for a one year term. After the initial term, term length will be established by the group.

## **Confidentiality**

Every member will respect the confidentiality of matters brought before the committee or task force. All materials will be treated as confidential. It will be clearly stated when material is no longer confidential.

## **Compensation**

There will be no compensation available for participation in the Advisory Work Group. Meetings will be held by teleconference with communication tailored to a remote group.

## **Minutes**

Drafted by BORN staff for review and approval at next committee meeting; filed at the BORN office.

## **Secretariat Support**

Secretariat support will be provided by BORN Ontario, including meeting coordination, preparation and distribution of materials and drafting of meeting minutes.

## **Formal Review**

The Terms of Reference shall be reviewed after the first year and then every three years.