ACUTE CARE OF THE ELDERLY MODEL OF CARE

STEERING COMMITTEE

TERMS OF REFERENCE

PURPOSE

The purpose of the Steering Committee is to guide the direction and evaluation of the Acute Care of the Elderly Model of Care. The members of the committee will be responsible for representing their respective areas and disseminating information where appropriate. An elected member will chair the Steering Committee.

MEMBERSHIP

Hospital Medical Director
Director of Rehabilitation and Aged Care
Deputy Director of Nursing
Nursing Unit Manager ACE Ward
Nursing Unit Manager Rehabilitation and Aged Care
Chief Physiotherapist
Occupational Therapist
Discharge Planner
Chief Social Worker
Rehabilitation Discharge Team
Clinical Nurse Consultation Aged Care
Aged Care Liaison Nurse
Medical Specialist
Representative from the local Division of General Practitioners
General Practitioner Representative
Representative from Aged Care Residential Facility
Consumer Representatives
Project Officer

1. The committee will meet quarterly and meeting dates will be set at the Steering Committee’s initial meeting. The minutes will be filed in the ACE Ward and in the Hospital Rehabilitation and Aged Care Service.

2. The role of the steering committee will be to:
   • Guide the development of clinical and administrative processes including early risk identification, multidisciplinary care and discharge planning.
   • Provide a mechanism for communication between the ACE Project and the major stakeholders.
   • Identify successful strategies and leverage points to ensure optimal care outcomes for older Australians.
• Monitor the project’s work plan and schedule.
• Advise on project evaluation and ensure data collection and reporting is on schedule
• Consider and develop types of available education for older Australians, carers and staff and plan for sustainability and transferability of the model