

Queensland eHealth Network

Terms of Reference 1.0

Goals:

1. To provide a forum for Divisions to receive updates and provide feedback on key developments in eHealth
2. To guide the implementation of the Queensland Divisions Network eHealth Strategic Framework

Membership:

Each Queensland Division can nominate as many staff members as they wish to join the *Queensland eHealth Network*. Division staff who nominate for the *Queensland eHealth Network* are likely to be drawn from a range of program areas, ensuring a diverse range of skills and viewpoints.

Objectives:

The *Queensland eHealth Network* will:

- Provide a forum for the sharing of eHealth developments at the national, state and local level
- Contribute to the development of a Queensland Divisions Network eHealth Action Plan based on the goals, strategies and outcomes contained in the Queensland Divisions Network eHealth Strategic Framework
- Identify gaps or areas of innovation and provide recommendations to the eHealth Steering Group or Data Quality Group for discussion and consideration

Principles:

The *Queensland eHealth Network* embraces and promotes the following principles:

- Working as a Network: Through greater collaboration and sharing of ideas
- Value for Money: Minimising duplication and maximising scalability
- Consistency and Credibility: Balancing alignment, innovation and independence
- Efficiency and Effectiveness: Leveraging off existing activity
- Quality and Safety: Adherence to standards and quality frameworks
- Change Management: Choosing the right messages that will positively influence knowledge and behaviour
- Building Capacity: Through development and shared experience

Values:

The *Queensland eHealth Network* values:

- Mutual respect
- Honesty
- Robust debate
- Accountability
- Transparency
- Integrity

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Chairperson:

The Chairperson of the *Queensland eHealth Network* will be the GPQ Senior Program Leader in eHealth, David Millichap.

Invited members:

Representatives from Queensland Health, NeHTA, AGPN and other key stakeholders may be invited by the Chair to address particular issues and to provide updates at selected teleconferences.

Meetings:

The *Queensland eHealth Network* will meet via teleconference on the first Wednesday of every month. The teleconference will commence at 10:00am and conclude no later than 11:30am. The teleconference schedule for 2010/2011 is as follows:

- 10 June 2010
- 4 August 2010
- *eHealth Strategic Workshop on 1 Sept*
- 6 October 2010
- 10 November (*shifted due to AGPN Forum*)
- 1 December 2010
- *No meeting in January 2011*
- 2 February 2011
- 2 March 2011
- 6 April 2011
- 4 May 2011
- 1 June 2011

Secretariat Support:

The GPQ eHealth team will provide secretariat support for the *Queensland eHealth Network*. Such support will include coordination of meetings, preparation of agenda, papers and recording of meeting minutes.

Funding:

The *Queensland eHealth Network* will be a self-funding entity and members will be responsible for meeting the costs of their participation in the meetings of the group.

Minutes:

The *Queensland eHealth Network* must keep minutes and these are to be made available for the GPQ Board, eHealth Steering Group and Data Quality Group.

Term:

The *Queensland eHealth Network* will meet for the duration of the GPQ eHealth Support Officer Program (eHSOP), currently operational until June 2011. The ongoing viability of the *Queensland eHealth Network* will be reviewed at that time.

Review of Terms of Reference:

This Terms of Reference is a living document which may need to be updated and reinterpreted from time to time.

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