

---

# Recognition and response system

## Project subcommittee expression of interest

### BACKGROUND

The Critical Care Clinical Network are establishing a subcommittee to oversee the next phase of the recognition and response system project (formally known as MET/rapid response project). The role of the subcommittee is to be an expert group that monitors and supports the recognition and response project during the testing phase.

As a network, we work with clinicians and consumers to improve the quality of care and patient experience in Victorian critical care units (ICU/HDU/Critical Care Units). We do this by reducing variation in clinical practice and improving consistency in care.

Since 2016, reducing variation in recognition and response systems across Victoria has been a key priority. Recognition and response systems aim to ensure that all patients who deteriorate in acute healthcare facilities receive timely and appropriate treatment.

Our current focus is on standardising governance structures and improving clinical engagement in the recognition and response system.

In recent months the MET/rapid response expert working group have refined governance and engagement tools that allow health services to measure and identify areas for local recognition and response system improvement.

The testing phase of the project will support participating health services to identify areas for

improvement, develop change ideas, and test and evaluate changes locally. This project will develop a resource package for all Victorian health services.

### WHY APPLY?

As a member of the expert working group you will:

- contribute to a statewide quality and safety improvement project
- provide clinical or consumer leadership
- provide strategic support to participating project sites and support them to develop and test change ideas
- develop project measures and review results
- help refine a final resource package that will support health services to:
  - adapt, adopt or develop a standardised recognition and response governance structure
  - improve clinical engagement with the recognition and response system
- provide advice on spread of the project on completion of this phase
- promote the recognition and response project with critical care clinicians across Victoria.

## WHO ARE WE LOOKING FOR?

Applicants from metropolitan, regional and rural areas, in public and private services (who may or may not have an intensive care unit), including:

- Rapid response/critical care clinicians from:
  - nursing
  - medicine
- health service executive staff or members of clinical governance committees
- consumers who have experience of critical care or acute deterioration (in a critical care unit or required a rapid response (MET) call) as a patient or carer.

## TIME COMMITMENT

Members of the subcommittee will be expected to attend (in person or via teleconference) meetings, over approximately five months, on the following dates:

- 8 October 2019, 1pm – 3pm
- 4 December 2019, 10am – 12pm
- January/February – date to be confirmed
- End of March – date to be confirmed

Work will be required between meetings and members may be required to participate in out of session discussions/decisions

Members will also be invited and encouraged to attend the participating sites kickstarter workshop on 8 November 2019.

Members are asked to attend the Critical Care Clinical Network to be held in February/March 2020 (date to be confirmed) for the summation of the project.

## HOW TO APPLY

Email

criticalcare.clinicalnetwork@safercare.vic.gov.au and include the following:

- 'CCCN recognition and response subcommittee' in the subject line
- your name, health service and position
- a paragraph addressing each of the following:
  - if you were part of the MET/rapid response expert working group in 2017 or 2019
  - why you are interested in being involved in the subcommittee
  - any relevant experience or skills you will bring to the group, in particular improvement science in healthcare
  - a signed confidentiality agreement (page 3 and 4)
  - a copy of your CV.

## WHAT YOU NEED TO KNOW

Applications close **Monday 23 September 2019**.

Applications will be reviewed by a selection committee from SCV and endorsed by the network governance committee.

Applicants will be notified of the outcome by **Monday 30 September 2019**.

## MORE INFORMATION

If you would like to view a draft copy of the governance and engagement documents prior to submitting your application, please contact us using the details below.

For more information read the frequently asked questions (page 5) or contact:

Megan Youngson, Clinical Fellow, Critical Care Clinical Network

(03) 9096 8341

criticalcare.clinicalnetwork@safercare.vic.gov.au

# Potential conflict of interest and Confidentiality

## CONFLICT OF INTEREST

Critical Care Clinical Network Governance, subcommittee or working group members must declare any potential personal, professional, or work-related conflict of interest:

- upon commencing involvement with the network, as applicable
- where a matter giving rise to a potential conflict of interest is to be tabled at a meeting, prior to the commencement of that meeting
- where a matter giving rise to a potential conflict of interest is raised during a meeting, as soon as practicable during the course of the meetings.

A conflict of interest may include for example, where there may be possible financial gain for the member or their employing organisation through knowledge, decisions or information obtained as a member of the network.

In the event of a committee member declaring a potential conflict of interest, the chair of the committee or working group will identify a method of addressing the conflict. The member must comply with the chair's decision. Any declared conflict of interest will be recorded in the minutes of the committee meeting.

I ..... (insert full name) of ..... (insert organisation name) declare that in relation to the Critical Care Clinical Network committee or working group ('the Subject), to the best of my knowledge, I do not have:

- any immediate relatives or close friends with a financial interest in the Subject
- any personal bias or inclination which would in anyway affect my decisions in relation to the Subject
- any personal obligation, allegiance or loyalty which would in any way affect my decisions in relation to the Subject (i.e. a 'conflict), except as set out below:

- 1) .....
- 2) .....
- 3) .....

I undertake to make a further declaration detailing any conflict, potential conflict or apparent conflict which may arise during the period I serve on the network. I agree to abstain from any decision where such a conflict arises.

Signed: ..... Date: .....

## CONFIDENTIALITY

Critical Care Clinical Network committee and working group members must ensure that any information acquired or created through participation in the network is only used for performing their duties as a member. Members must not use their knowledge of confidential network issues for the benefit, gain or advantage of any individual, private or public organisation or group.

I ..... declare that any information acquired by me or created through my participation in the Critical Care Clinical Network committee and working group will only be used for performing my duties as a member. I will not use my knowledge of confidential network issues for the benefit, gain or advantage of any individual, private or public organisation or group that I am affiliated with.

Signed: ..... Date: .....

# Frequently asked questions

## WHO IS SAFER CARE VICTORIA?

Established in January 2017, Safer Care Victoria (SCV) is the state's healthcare quality and safety improvement agency. We work with patients, families and carers, clinicians and health services to monitor and improve the quality and safety of care delivered across our public health system.

### Relevant publications

- [Safer Care Victoria Clinical Networks](#)
- [Framework for Clinical Networks](#)
- [Clinicians as partners: A framework for clinician engagement](#)
- [Safer Care Victoria Corporate Plan](#)
- [Safer Care Victoria Annual Report](#)
- [Safer Care Victoria Strategic Plan](#)

## WHAT IS SCV'S RELATIONSHIP WITH THE DEPARTMENT OF HEALTH AND HUMAN SERVICES?

SCV is an administrative office of the Department of Health and Human Services.

At a functional level, SCV provides advice to the department on clinical quality and the safety implications of policy, planning and funding decisions.

A memorandum of understanding is in place and sets out principles that underpin the relationship between the department and SCV, including shared services arrangements.

## WHAT ARE THE CLINICAL NETWORKS?

Clinical networks provide clinical leadership, expertise and advice to Safer Care Victoria, with the aim of improving consumer outcomes and experience.

There are 11 clinical networks within Safer Care Victoria. They play an important role in supporting high quality healthcare, which is person-centered, safe and effective.

The SCV clinical networks are:

- Cardiac Clinical Network
- Care of Older People Clinical Network
- Critical Care Clinical Network
- Emergency Care Clinical Network
- Infection Clinical Network
- Maternity and Newborn Clinical Network
- Mental Health Clinical Network
- Paediatric Clinical Network
- Palliative Care Clinical Network
- Renal Clinical Network
- Stroke Clinical Network.

The clinical networks:

- develop and implement evidence-based clinical guidance to reduce clinical practice variation

- identify, share and implement best practice in their speciality areas
- develop clear and measurable statewide quality and safety improvement goals
- provide advice to SCV, the Victorian Agency for Health Information and the Department of Health and Human Services on clinical quality and safety.

Each network has a governance committee, an insight (data and evidence) subcommittee and various working groups.

### **WHAT IS THE GOVERNANCE COMMITTEE?**

The clinical network governance structure represents the network consumer and clinician member interests and provides a mechanism for decision making and information exchange with SCV.

### **WHAT IS THE INSIGHT SUBCOMMITTEE?**

The clinical network insight subcommittee facilitates the identification of, access to, and use of meaningful clinical data. Specific to this committee is the ability to analyse and interpret data and use this information to participate in decision making processes.

### **WHAT ARE WORKING GROUPS?**

Working groups are established to focus on specific issues. They are usually short-term and deliver a specific outcome based on the network's priorities. Clinician and consumers representation on working groups may be targeted to people with a special interest or skills in the area of focus.

### **WHAT IS CONSUMER AND CARER ENGAGEMENT?**

Consumers and carers are at the center of SCV's work. That means a core principle for clinical networks is to act in the best interests of consumers and carers and the wider Victorian community.

As part of our commitment to consumer and carer representation, we include consumers and/or carers on each of our clinical network's governance, insight committees and expert working groups.

### **WHAT REMUNERATION IS OFFERED?**

Consumer and carer representatives and private practitioners such as general practitioners will be eligible for remuneration for attending meetings. Other members of the committee may apply for remuneration on a case by case basis.

### **CAN I APPLY IF I LIVE AND WORK IN A REGIONAL OR RURAL AREA?**

Yes. Regional and rural consumers and clinicians are encouraged to apply. Video/teleconferencing facilities are available.