

## **Prairie Mountain Health Advisory Council Work Plan 2010 – 2011**

### **Status:**

The Work Plan has been reviewed by Irene Lewis, Member, Alberta Health Services Board and Larry Albrecht, Chair, Prairie Mountain Health Advisory Council on Friday, October 29, 2010. No amendments were required.

### **Purpose of the Work Plan:**

The Work Plan allows each council the opportunity to describe the work to be undertaken for each year and ensure adequate resources are made available to support their efforts. Each council will develop a Work Plan to be submitted to the Health Advisory Committee of the Board at the beginning of the fiscal year that shall include the goals and strategies to meet those goals, as determined by the council, and include proposals for formal consultations and engagement activities with communities. This allows the Alberta Health Services Board to ensure support for the work of the councils and anticipate needs and expectations each year.

The process for these Work Plans is out of sync with the planning cycle in this initial year of council existence. In many cases councils have considered the work they have already done and placed it on the Work Plan and this will be reported as completed activity in their 2010/2011 Annual Report. Plans for 2011/2012 may be included in this Work Plan but councils will not undertake this work until that time.

We have asked each council to consider three goals when creating their Work Plans.

### **Roles and Functions of Health Advisory Councils – to act in an advisory capacity to Alberta Health Services.**

- A) Engage the public, gather information and provide the public input with respect to health, health needs and health services in the area
- B) Provide feedback and advice to Alberta Health Services on what is working well and areas for improvement regarding;
  - i. the health care system and services, issues, needs and priorities, access, promotion of health and any other matters requested by Alberta Health Services
  - ii. strategies to further engage the community on health care delivery, and
  - iii. consider information provided by Alberta Health Services, and identify issues and trends from a local perspective
- C) Promote and participate in activities that enhance the health of residents

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<b>STRATEGY</b>	<b>ACTIONS REQUIRED TO ACHIEVE (HOW)</b>	<b>SUPPORTS/RESOURCES REQUIRED</b>	<b>RESPONSIBILITY (WHO)</b>	<b>TIMELINE</b>	<b>OUTCOME</b>
<b>1. Provide access to Health Advisory Council for communities, patients, agencies, citizens, Non-Governmental Organizations, and other Health Advisory Councils</b>	<ul style="list-style-type: none"> <li>• Provide guidance on Alberta Health Services engagement strategy through collaboration with key stakeholders by:</li> <li>• Identifying issues, trends.</li> <li>• Raising awareness.</li> <li>• Enhancing communication and education.</li> </ul>	<ul style="list-style-type: none"> <li>• Website, business cards, brochures, venues for public consultations etc.</li> </ul>	<ul style="list-style-type: none"> <li>• Alberta Health Services, Health Advisory Council members.</li> </ul>	September 2010 – May 2011. Ongoing.	<ul style="list-style-type: none"> <li>• Document the information received and reviewed. A summary report posted on the Health Advisory Council website.</li> <li>• A brief to Alberta Health Services on matters of importance as determined by council.</li> </ul>
	<ul style="list-style-type: none"> <li>• Solicit feedback on services, delivery.</li> <li>• Validate the information received.</li> <li>• Discuss creative solutions.</li> <li>• Report issues, trends, what people are saying.</li> <li>• Prepare briefing notes as required.</li> <li>• Consultations.</li> <li>• Conversations.</li> <li>• Meetings.</li> </ul>				

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	<ul style="list-style-type: none"> <li>E-mail articles.</li> <li>Website.</li> </ul>				
	<ul style="list-style-type: none"> <li>Identify existing organizations and unrepresented people.</li> </ul>	<ul style="list-style-type: none"> <li>Funds to host public consultations and travel expenses for Health Advisory Council members (number and location to be determined by the Work Plan and directives from Alberta Health Services).</li> </ul>			
	<ul style="list-style-type: none"> <li>Utilize an approach that involves listening carefully, neutrally, extensively, and deeply to communities, patients, agencies, citizens and Non-Governmental Organizations' concerns and feedback.</li> <li>Contextualize the information being received.</li> </ul>				

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	<ul style="list-style-type: none"> <li>Analyze: contextualize and consolidate information, track themes and trends and identify quick wins.</li> </ul>				
	<ul style="list-style-type: none"> <li>Report back to and advise staff, executive, the Board, communities, patients agencies, citizens and Non-Governmental Organizations what was heard, trends and themes, opportunities, and recommend engagement strategies.</li> </ul>				<ul style="list-style-type: none"> <li>Report on findings.</li> <li>Communicate findings to key stakeholders and decision makers.</li> </ul>
	<ul style="list-style-type: none"> <li>Facilitate conversations resulting from engagement strategy with communities, internal Alberta Health Services and Alberta Health &amp; Wellness.</li> </ul>				<ul style="list-style-type: none"> <li>Document and share actions with Alberta Health Services.</li> </ul>

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<b>GOAL B. PROVIDE FEEDBACK AND ADVICE TO ALBERTA HEALTH SERVICES</b>					
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<p>1. See Goal C. The two strategies described in Goal C include a number of outcomes which address the provided Goal B. Duplicated outcomes have been included in this section. The model of communication as outlined in Goal A will be used for all work conducted by Health Advisory Council ensuring feedback and advice to Alberta Health Services is based on sound, contextualized, information</p>	<ul style="list-style-type: none"> <li>• Document the types of facilities, approaches and resources available provincially and in Health Advisory Council for seniors care.</li> <li>• Visit senior care facilities, both urban and rural.</li> <li>• Identify what information is currently available to seniors and how that information is distributed.</li> <li>• Document types, availability of, and placement of care givers in each care option.</li> </ul>				<ul style="list-style-type: none"> <li>• Report on the strengths and gaps for seniors care in Alberta Health Services.</li> <li>• A brief, submitted to Alberta Health Services on the desired future requirements and current gaps in senior healthcare in Health Advisory Council area.</li> <li>• Post a summary report on the Health Advisory Council website.</li> <li>• Submit a brief to Alberta Health Services on the desired future requirements and current gaps in senior healthcare in Health Advisory Council area.</li> </ul>

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	<ul style="list-style-type: none"> <li>• Identify the cost and patient funding requirements for each senior care option.</li> <li>• Through public consultations, determine the current perception of seniors and their families regarding availability and suitability of care options.</li> <li>• Document what community supports are currently available, and who provides them.</li> <li>• Post a summary report on the Health Advisory Council website.</li> </ul>				<ul style="list-style-type: none"> <li>• Document the types of facilities, approaches and resources available provincially and in Health Advisory Council area for seniors care.</li> <li>• Visit senior care facilities, both urban and rural.</li> <li>• Identify what information is currently available to seniors and how that information is distributed.</li> <li>• Document types, availability of, and placement of care givers in each care option.</li> <li>• Identify the cost and patient funding requirements for each senior care option.</li> </ul>

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					<ul style="list-style-type: none"> <li>• Through public consultations, determine the current perception of seniors and their families regarding the availability and suitability of care options,</li> <li>• Document what community supports are currently available, and who provides them.</li> </ul>

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	<ul style="list-style-type: none"> <li>Document the scopes of services and programs, types, number and condition of health related public and private facilities, number of key healthcare professionals, their specific roles, and the professional organizations they are associated with.</li> </ul>				<ul style="list-style-type: none"> <li>A summary report posted on the Health Advisory Council website.</li> <li>A brief, submitted to Alberta Health Services on the desired future requirements and current gaps in senior healthcare in Health Advisory Council.</li> </ul>
	<ul style="list-style-type: none"> <li>Visit healthcare facilities, both, urban and rural, as determined from the consultation process.</li> </ul>				

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	<ul style="list-style-type: none"> <li>Through public consultations, determine issues the public face accessing healthcare professionals, facilities and programs.</li> </ul>				

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<b>STRATEGY</b>	<b>ACTIONS REQUIRED TO ACHIEVE (HOW)</b>	<b>SUPPORTS/RESOURCES REQUIRED</b>	<b>RESPONSIBILITY (WHO)</b>	<b>TIMELINE</b>	<b>OUTCOME</b>
<b>1. Identify issues and trends in accessing healthcare professionals, facilities, and programs in Health Advisory Council</b>	<ul style="list-style-type: none"> <li>• Investigate and gather information on the:               <ul style="list-style-type: none"> <li>a. Current scope of Health Advisory Council 10 services and programs.</li> <li>b. The type, number and condition of health related public and private facilities.</li> </ul> </li> </ul>	Consult with Alberta Health Services staff to present and discuss: <ul style="list-style-type: none"> <li>• The scope of services and programs.</li> <li>• The type, number and condition of health related public and private facilities.</li> <li>• The number of key healthcare professionals, their specific roles, and the professional organizations they are associated with.</li> </ul>	<ul style="list-style-type: none"> <li>• Alberta Health Services staff.</li> </ul>	December 2010.	<ul style="list-style-type: none"> <li>• Document the scopes of services and programs, types, number and condition of health related public and private facilities, number of key healthcare professionals, their specific roles, and the professional organizations they are associated with.</li> <li>• Report on current status and provide future recommendations.</li> </ul>

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	c. The number of key healthcare professionals, their specific roles, and the professional organizations they are associated with.				
	<ul style="list-style-type: none"> <li>Conduct public consultation meetings (location and number to be determined) to gather information on the issues the public face accessing healthcare professionals, facilities, and programs in Health Advisory Council area.</li> </ul>	<ul style="list-style-type: none"> <li>Tour facilities as determined from the consultation process with Alberta Health Services staff.</li> <li>Host public consultation meetings (number and location to be determined).</li> <li>Secure funds to host public consultations and travel expenses for Health Advisory Council members (cost to be determined).</li> </ul>	<ul style="list-style-type: none"> <li>Alberta Health Services staff.</li> </ul>	May 2011.	<ul style="list-style-type: none"> <li>A summary report posted on the Health Advisory Council website.</li> <li>A brief, to Alberta Health Services on the desired future requirements and current gaps in senior healthcare in Health Advisory Council area.</li> </ul>

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	<ul style="list-style-type: none"> <li>• Visit healthcare facilities, both, urban and rural, as determined from the consultation process.</li> <li>• Through public consultations, determine issues the public face accessing healthcare professionals, facilities and programs.</li> </ul>				

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<b>2. Advocate for senior's healthcare by reviewing the current status of senior's healthcare in Health Advisory Council area, reporting recommendations and informing the public based on the review</b>	<ul style="list-style-type: none"> <li>Investigate and gather information on the current status of senior's healthcare in Health Advisory Council area by touring facilities and hosting public meetings.</li> <li>Provide feedback to the public and make recommendations based on the findings to Alberta Health Services.</li> </ul>	<ul style="list-style-type: none"> <li>Consult with Alberta Health Services senior's health representatives to present and discuss:               <ul style="list-style-type: none"> <li>statistical data</li> <li>the current state of seniors care in Health Advisory Council area</li> <li>options available for senior's care and their associated costs.</li> </ul> </li> </ul>		December 2010  March 2011 May 2011	<ul style="list-style-type: none"> <li>A report on the types of facilities, approaches and resources available provincially and in Health Advisory Council 10 for seniors care.</li> <li>A summary report posted on the Health Advisory Council website.</li> </ul>
	<ul style="list-style-type: none"> <li>Visit senior care facilities, both, urban and rural.</li> <li>Identify what information is currently available to seniors and how that information is distributed.</li> </ul>	<ul style="list-style-type: none"> <li>Proposed new senior beds including numbers/types/level of care/timeframe/transition of seniors from acute care/etc.</li> <li>Tour a minimum of 2 urban and 2 rural care centers.</li> <li>Host public consultation meetings (number and location to be determined).</li> </ul>			<ul style="list-style-type: none"> <li>A brief, submitted to Alberta Health Services on the desired future requirements and current gaps in seniors healthcare in Health Advisory Council area.</li> </ul>

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