



## Work Plan 2019-2020

**Goal #1: Provide advice on priorities, emerging initiatives and progress to AHS through the program leadership of CancerControl Alberta and of Population, Public and Indigenous Health**

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
<b>Review and provide advice on AHS priorities and progress.</b>	Receive, discuss and provide feedback on presentations by: <ul style="list-style-type: none"> <li>• CancerControl Alberta (CCA);</li> <li>• Population, Public and Indigenous Health (PPIH) (includes prevention initiatives supported by Alberta Cancer Prevention Legacy Fund) Cancer Strategic Clinical Network (SCN)</li> </ul>	Provincial Advisory Council on Cancer (PACC) Chair and Members  CCA, PPIH, SCN Leadership	Ongoing  Quarterly  At least Bi-annually	Presentations and discussions as planned.  Evidence of influence of PAC Cancer (PACC) input on initiatives and program evolution.
<b>Review progress on <i>Changing Our Future: Alberta's Cancer Plan to 2030</i>.</b>	Presentations by CCA and PPIH.	CCA and PPIH Leadership	Ongoing Annual	Presentations and discussions as planned.  Evidence of progress towards goals of Alberta's Cancer Plan.

**Goal #2: Engage with HACs, Wisdom Council, Seniors and Continuing Care PAC, Addiction and Mental Health PAC, and potentially the public, to harness patient and community perspectives to enrich PACC’s deliberations and advice.**

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
Foster interactions between PACC and Health Advisory Councils (HACs).	<p>Encourage joint appointments of individuals to PACC and a HAC.</p> <p>Encourage PACC members to attend HAC meetings.</p> <p>Invite HAC Chairs to attend, or designate a member to attend PACC meetings.</p> <p>Request HACs to submit local concerns and issues about cancer services to PACC.</p> <p>Disseminate key messages from PACC to HACs.</p>	PACC and HAC Chairs	<p>Ongoing</p> <p>At least Bi-annually</p> <p>At least Bi-annually</p> <p>At least Bi-annually</p> <p>Quarterly</p>	<p>Number of “cross-fertilization” activities tracked.</p> <p>Solicited feedback from HACs on value of activities is tracked.</p> <p>The PACC members’ evaluation of activities is tracked.</p>
Build linkages with the Wisdom Council to ensure First Nations, Inuit, and Metis perspectives are considered by PACC.	<p>Letter of invitation to Chair &amp; Vice Chair of Wisdom Council, with calendar of PACC meetings.</p> <p>Appointment of a Wisdom Council member to PACC</p> <p>Disseminate key messages from CPACC to Wisdom Council.</p>	PACC Chair	<p>Ongoing</p> <p>2019/2020</p> <p>Quarterly</p>	<p>The attendance at PACC meetings by Wisdom Council is recorded.</p> <p>Solicited evaluation from Wisdom Council on value of activities is tracked.</p> <p>PACC members’ evaluation of activities is tracked.</p>
Strengthen interaction with Council of Chairs.	Cancer PAC Chair to present Cancer plans and progress to Council of Chairs.	CPACC Chair	Ongoing Annually	<p>Annual report given and tracked in minutes.</p> <p>Solicited Council of Chairs’ evaluation of CPAC annual report.</p>
Educate members of HACs and PACs on cancer control and activities of PACC.	Seek opportunities to present to HACs and Wisdom Council	PACC Chair, CPACC Members, Community Engagement	At least Bi-Annually	<p>CPACC members attend and present at local HAC meetings.</p> <p>Fall Forum’s evaluation of PACC’s activity.</p>

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
Engage directly with public.	Explore development of social media, promotional material(s) to encourage public engagement on cancer services.	CPACC Member(s), Community Engagement	Target feasibility completion in 2019/20	Feasibility report is developed.

**Goal #3: Share lived experiences and perspectives with Alberta Health Services**

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
Foster opportunities for public members of PACC to participate in planning committees and activities of: <ul style="list-style-type: none"> <li>• CancerControl Alberta</li> <li>• Population, Public and Indigenous Health</li> </ul> Other AHS programs and committees involved in cancer control	PACC communication with relevant AHS program leadership.  Encourage full participation of PACC members in community engagement opportunities.	PACC members, leaders of relevant AHS programs	Ongoing  At least Bi-annually	Number of interactions is tracked.  PACC members' evaluation of interactions is developed.

**Goal #4: Foster continuous improvement of PACC performance.**

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
Achieve effective orientation of new CPACC members.	Consistent application and periodic review of orientation package and process.	CPACC Chair, PACC liaison	Ongoing Annually	Feedback on process by new members is tracked.
Improve effectiveness of PACC meetings.	Written evaluation of each meeting by PACC members.  Periodic review of evaluation comments and suggestions (at least annually).	PACC members	Ongoing Annually	Evidence of progressive improvement of meetings is tracked.