



# Coalition for Primary Health Care Charter

Alberta's Coalition for Primary Health Care (CPHC) brings together the experience and expertise of primary health care partners who are involved in the advancement and improvement of primary health care delivered to people and communities in Alberta. Members of the CPHC bring together multiple perspectives, resources, and mandates to facilitate ways to collectively address and improve primary health care, province-wide and to advocate and support their constituents in that improvement.

Building on existing member organization strategic directions, the Coalition's goal is to foster a coordinated and aligned approach to meet the needs of patients, caregivers, families, primary health care teams, Primary Care Networks (PCNs) and the health care system today and into the future.

The following charter is the "compass" for the Coalition for Primary Health Care, it provides:

- clarity of purpose,
- the description of how the Coalition members will work together,
- direction on the roles and responsibilities of the members, and
- a means to ensure continuity and effectiveness of the CPHC into the future.

## Mission

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The Coalition for Primary Health Care is the collaborative table where Alberta's primary health care stakeholders strategize to advance a world-class integrated primary health care system.

## Vision

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All people living in Alberta experience seamless access to and continuity of integrated primary health care that meets their needs.

## Objectives

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- Expand, cultivate, and enhance strategic internal and external partnerships to advance Alberta's primary health care agenda and build alignment amongst groups;
- Provide consultation on current and proposed policies and regulations, and other guiding documents that may affect primary health care in Alberta;
- Gain a better understanding of the different perspectives of CPHC members;
- Share data/information/research/stories about primary health care improvement with decision and policy makers;
- Illuminate and analyse successful, developing, and unsuccessful initiatives, services, and supports impacting primary health care in Alberta during regular and special meetings and other invitational opportunities as required; and



- Create a cohesive “one voice” approach by identifying areas where CPHC members can target leadership and outreach via strategic partnerships to contribute to policy making, communication, pathways, community support and education initiatives directed at Alberta’s primary health care community.

## Intended Outcomes

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Because the Coalition for Primary Health Care exists:

### 1. Coalition Members can expect:

- Trust and respect for all members, partners, and organizations’ mandate and ability to contribute.
- Improved understanding of other organizations’ roles and responsibilities, and future goals.
- Improved understanding of the connections between other organizations and how we might work collaboratively both clinically and organizationally.
- Improved coordination and integration of actions, effort, programs, and initiatives across all participating organizations.
- Greater ability to identify strengths, opportunities, gaps, and challenges for coordinated action.
- Improved ability to eliminate barriers to coordinated action.
- Enhanced ability to identify and use available and integrated system data to guide policy, programs, and quality improvement.
- A greater ability to influence policy making through an informed and unified voice.

### 2. Alberta’s Health System can expect:

- Contributions to health care system improvement and sustainability due to a common and compelling primary health care vision and a commitment to implementation of reasonable standards across all primary care practices, PCNs, regions and our Province.
- Simplified and effective access to primary care leadership for the purpose of inspiring a shared vision, empowering action, requesting input, seeking feedback, and driving quality improvement.

## Guiding Principles

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- All collective efforts will be grounded in the implementation elements of:
  - Engaged leadership,
  - Capacity for improvement,
  - Panel and continuity,
  - Team-based care,
  - Organized evidence-based care,
  - Patient-centered interactions,
  - Enhanced access,
  - Care coordination, and
  - Education and training.



- The CPHC will use the lenses of:
  - Advancing patient and provider experience,
  - Health outcomes,
  - Health equity,
  - Cultural appropriateness, and
  - Value for money.
- The CPHC will promote the health of the patient as its primary consideration.
- For the Coalition to be effective, its individual members must be effective. Capacity building to ensure members possess system thinking, collaboration, and facilitation skills will be made a priority during and between meetings of the CPHC.
- All interactions of the CPHC and its members will be inclusive and collaborative.
- Respectful relationships will be built through regular formal and informal connections between members.
- Member organizations’ integrity and reputation must be protected and respected.
- We acknowledge and honour that we share this space with other groups and communities and are committed to learning from and engaging with them in our shared journey.

## Scope of the Coalition for Primary Health Care

Primary health care will be described as the provision of whole person, integrated, accessible, and equitable health care by interprofessional teams who are accountable for addressing the majority of an individual’s basic human rights of health and wellness across settings and through sustained relationships with empowered patients, families, and communities.

The focus of the Coalition for Primary Health Care will be on ensuring higher tier, strategic, evidence-based, system level discussions and advocacy. It will foster local innovation and implementation, namely:

System Level Strategy	System Level Standards and Supports
<ul style="list-style-type: none"> <li>▪ Evidence based system design recommendations in accordance with the Health/Medical Neighbourhood vision.</li> <li>▪ Responding to and making recommendations based on stakeholder reports</li> <li>▪ Creating and advocating for a common and compelling vision for system transformation</li> <li>▪ Advisory to stakeholders on system level, policy and funding decisions</li> <li>▪ Data sharing, evaluation, and analysis</li> <li>▪ Linking CPHC initiatives to health system strategy</li> </ul>	<ul style="list-style-type: none"> <li>▪ Translating standards of the Patient's Medical Home, Health Home, and Health/Medical Neighborhood for Alberta context</li> <li>▪ Clarifying priorities for education, training, or capacity building requirements</li> <li>▪ Working with stakeholders on services and support initiatives (e.g., mental health, home care)</li> <li>▪ Identifying forums to spread local innovation to a system level, making recommendations for implementation</li> </ul>



### **The Coalition for Primary Health Care will achieve this through:**

- Functioning as a primary health care brain trust/think tank
- Creating alignment in advocacy/messaging
- Providing a forum to understand roles, build trust, share best practices, and discuss common issues
- Striving to be a consultative table on collaborative practice for the government
- Fostering relationships between organizations
- Engaging stakeholders and partners
- Information sharing/analysis
- Using informatics as an aid to integration

## **CPHC Membership and Responsibilities**

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### **CPHC Members:**

- Alberta College of Family Physicians representative
- Alberta Medical Association (AMA) Board primary care representative
- AMA Board specialty care representative
- AMA - Section of Family Medicine representative
- AMA - Section of Rural Medicine representative
- Alberta Pharmacists' Association representative
- Alberta Primary Care Nurses Association representative
- Departments of Family Medicine University of Alberta and University of Calgary representative
- Imagine Citizens Network representative
- Mental health professional representative
- Nurse Practitioner Association of Alberta representative
- PCN Executive Director representative
- PCN Physician Leads Executive representative
- Social Workers Association of Alberta representative

Chair/Co-Chair to be appointed by the CPHC members (may be external to CPHC).

Each member organization will have one (1) representative on the coalition. However, when an organization has multiple entities with different perspectives that provide benefit to the coalition, multiple representatives may be permitted to join, and their entities listed as CPHC members. Should a representative be unable to attend a meeting, they may designate an alternate representative to attend in their place. In times of leadership transition, an entity may have up to two representatives attend meetings. All new CPHC member entities are based on approval by the Coalition.

### **New Members:**

Any CPHC member can bring a recommendation for a new member organization/entity to the Coalition for consideration. The CPHC member should approach the Chair/Co-Chairs to add the discussion to a meeting agenda. If the recommendation is accepted by the Coalition, the CPHC member who made the



recommendation will socialize new members with the CPHC Charter and connect them with the CPHC Secretariat.

Ad-hoc representatives may be invited to CPHC meetings at the discretion of the Chair/Co-Chairs.

**Authority:**

The CPHC is delegated authority and responsibility from and through its member constituents for specific activities and defined projects ensuring that each organization retains its individual identity and internal resources and controls.

**The CPHC members will:**

- Be interested in systems thinking and design
- Establish and periodically review the scope of the CPHC
- Determine the strategic direction of the CPHC
- Serve as the liaison to their respective organizations
- Support the work of the CPHC through provision of resources such as human and financial resources
- Assist in the planning, design, and implementation of initiatives
- Make short-and long-term recommendations
- Review and sanction key deliverables
- Provide advice and guide consultation and engagement processes
- Establish and follow an effective issues resolution process
- Foster awareness, recognition, and support for the CPHC
- Serve as an ambassador for the work of the CPHC and promote its missions when and wherever possible
- Act as spokespersons for the CPHC upon request and appropriateness of speaking opportunity

**FOUNDATIONS OF A COALITION**

- Shared purpose and vision
- Common goal destination
- Clear value proposition
- Formalized set of rules/procedures
- A commitment to action
- Transparent decision-making processes
- Strategically developed and engaged membership

With multiple organizations having an interest in system transformation and limited resources to support the core activities of the Coalition, PCA support will be led and managed by the AMA. The support team will be responsible for the administrative management and support for the Coalition and its efforts.

**CPHC Chair/Co-Chairs**

The CPHC Chair/Co-Chairs will be selected by the CPHC members. The Chair/Co-Chairs will continue to serve as Chair/Co-Chair until the end of the term that they serve on the CPHC, to a maximum of four years. When a new Chair/Co-Chair is needed the CPHC members will select one amongst any of its members.

In the event that the Chair/Co-Chair are both unable to chair a portion of a meeting due to a conflict of interest or sensitive issue, the Co-Chairs will reach out to the CPHC members to determine a Deputy Chair who will Chair the session to ensure minimal to no impact to the meeting.



The Chair/Co-Chair role includes:

- Working with staff to develop the agenda for CPHC meetings
- Reaching out to guests to attend meetings
- Reviewing first drafts of documents prior to bringing them to the CPHC table
- Ensuring strategic and action plans are implemented and maintained
- Acting as a spokesperson for the CPHC if requests are made to the group

**The AMA will provide support as follows:**

- Dedicated AMA support
  - Administrative Support
  - Senior Executive Level Support
- Coalition Chair/Co-Chair and members' support
- Project management
- Meeting coordination
- Financial and administrative coordination

### **Meetings**

There will be approximately four to six meetings scheduled annually. Additional meetings may be called as the business of the CPHC requires.

## **CPHC Contact**

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