

Concurrent Disorders Network Ontario

Terms of Reference October 14'04

Mandate

To recommend a best practice Concurrent Disorders provincial vision for Ontario, guiding policy development, planning, service delivery and system reorganization.

Primary Functions

Represent respective District/Regions throughout Ontario to:

- Increase the profile and priority of Concurrent Disorders issues, for service providers and funding bodies;
- Support collaboration and bridging between addictions and mental health sectors, promoting comprehensive, accessible and integrated services;
- Identify and recommend best practices guidelines for service delivery with associated performance indicators;
- Develop a Concurrent Disorder's provincial vision to contribute to the development of policy; and
- Identify, recommend and facilitate knowledge dissemination strategies.

Secondary Functions

To provide a forum for:

- Exchange of expertise, ideas and information;
- Consideration of innovative service delivery and knowledge dissemination options;
and
- Promotion of cross sector dialogue.

Membership

Core members will have a passionate interest and investment in Concurrent Disorders in the province of Ontario and will include representation from:

- Family members;
- Consumers;
- Ethno-racial and other diverse groups; and
- Mental health, addictions and associated social services.

Members will:

- Act in accordance with the mandate of the Network;
- Agree to attend meetings consistently;
- Work collaboratively in the process of achieving the mandate; and
- Represent the Network on related planning and implementation groups.

Associate members will have an interest in mental health, addictions and related services and may share a common client population. Participating in Network activities would be as non-voting members.

Structure

The Network will establish a regular meeting schedule. The members will elect, on an annual basis, two co-chairs to organize and facilitate the meetings.

Minutes will be recorded by the designated co-chair, on a rotational basis, with associated secretarial functions the responsibility of the designated member. Minutes and agendas will be emailed to core members. Core members will vote on matters as required with quorum being 50% plus one.

As required, ad hoc working groups may address specific topics and share recommendations with the Network.

Decision Making Process

Concurrent Disorders Network members agree that the objectives and process of this initiative require consensus. Consensus is defined as agreement that a group decision can be lived with, and supported by, all members, even if it is not their first or preferred choice. Once taken, decisions will only be re-visited if it is the consensus decision of the members to do so. Decisions may be reached through email or teleconference consultation, at the convenience and with the agreement of members.

The Network will maintain direct communication with the Ministry of Health and Long Term Care within the appropriate and designated structure.

Members agree to ensure that ongoing communication within and amongst respective management, advisory, local, district, and regional planning groups are maintained, facilitating the mandate of the network. Linkages will be established with the following groups, but will not be restricted to this list: CMHA (Ontario chapter), Addictions Ontario and Ontario Federation of Community Mental Health and Addictions.

Terms of Reference Review

The Network will review the Terms of Reference annually.