

British Columbia Paediatric Occupational Therapy Council

TERMS OF REFERENCE

January 17, 2022

The British Columbia Paediatric Occupational Therapy Council is comprised of Occupational Therapists who provide publicly funded services to children from birth to 19 years of age.

1.0 PURPOSE

- 1.1 To engage all Paediatric Occupational Therapists throughout British Columbia in discussions regarding the issues around the development and application of relevant policies, guidelines and standards directed by the ministries and governance authorities
- 1.2 To provide a provincial voice for paediatric occupational therapy in British Columbia
- 1.3 To act as a connection to exchange information with various government ministries, including but not limited to the Ministry of Children and Family Development
- 1.4 To identify and communicate to the ministries and governance authorities concerns and emerging issues to promote and maintain optimal health, development and well-being for children and their families who would benefit from Occupational Therapy services.
- 1.5 To actively assist the ministries and governance authorities in the development of policy relating to Occupational Therapy services for children
- 1.6 To network with other professional organizations and consumer groups, including CAOT-BC and the Paediatric Physiotherapy Council, on issues of common concern

2.0 RESPONSIBILITIES OF THE BRITISH COLUMBIA PAEDIATRIC OCCUPATIONAL THERAPY COUNCIL

- 2.1 To provide information about paediatric Occupational Therapy issues, policies, practices, principles and standards to the ministries and governance authorities
- 2.2. To promote a clearer understanding, at the Ministerial as well as regional levels, of the educational background, professional responsibilities, code of ethics and standards of practice that govern occupational therapists

- 2.3 To mobilize paediatric council members by formulating networks to address issues of priority in specific areas of paediatric practice
- 2.4 Individual council members are responsible for seeking input and relaying information and updates with other agencies and/or occupational therapists in the region

- **3.0 STRUCTURE**

3.1 In order to fully represent the province, the Council Executive Committee must endeavor to have representation (at least 1 member) from both rural and urban areas, as well as representation from acute care, rehabilitation, early intervention, mental health and school-age services.

3.2 The province will be divided into the following **macro regions** (to correspond to Health and MCFD regions):

- Vancouver Coastal
- Northern
- Fraser
- Interior
- Vancouver Island
- Provincial

- 3.3 The Council will include two representatives from each Macro Region of the province as defined above. A minimum two-year commitment is recommended. Once the representative's term is over every endeavor will be made to recruit a replacement. There will be two Co-Chairs who will be elected or volunteer. A volunteer will take minutes of the meeting.
- 3.4 CAOT-BC will be represented on the Executive Committee by a member appointed by the CAOT-BC Board of Directors
- 3.5 Ex-officio members (non-voting) the Ministry of Children and Family Development
- 3.6 Other guests may be invited to participate in regular or special meetings, such as a representative from COTBC, the Paediatric Directors of OT (DOTS), At Home Program, Autism Funding Unit, Ministry of Education, Health, or Social Development and Poverty Reduction (currently responsible for some services after age 18)
- 3.7 Meetings will be held 6 times a year. Four meetings will include only members of the POTC group, as defined above, and two meetings will include the Provincial Paediatric Physiotherapy Council and, if active, the Paediatric SLP Council.

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