

British Columbia Paediatric Physiotherapy Council
TERMS OF REFERENCE

The British Columbia Paediatric Physiotherapy Council is comprised of Physiotherapists who provide publicly funded acute care, early intervention and/or school age services to children from birth to 19 years of age.

1.0 PURPOSE

- 1.1 To engage all Paediatric Physiotherapists throughout British Columbia in discussions regarding the issues and implications around the development and application of policies, guidelines and standards directed by the ministries and governance authorities
- 1.2 To provide a provincial voice for paediatric physiotherapy in British Columbia
- 1.3 To act as a connection to exchange information with the Ministry of Children and Family Development
- 1.4 To identify and communicate concerns and emerging issues relevant to the ministries and governance authorities regarding physiotherapy policies and programs in order to promote and maintain optimal health, development and well-being for children and their families
- 1.5 To actively assist the ministries and governance authorities in the development of policy relating to physiotherapy services for children
- 1.6 To network with other professional and consumer Councils on issues of common concern

2.0 RESPONSIBILITIES

- 2.1 To provide information about paediatric physiotherapy 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 physiotherapists
- 2.3 To ensure representation of both rural and urban issues
- 2.4 To represent all levels of paediatric practice, acute care, early intervention and school age programs
- 2.5 To develop an understanding of the role and relationships between public and private sector physiotherapists serving children

2.6 Individual Council members are responsible for representing their Macro region, bringing questions or concerns from their region, seeking input from regional colleagues when required, and providing updates to regional colleagues

3.0 MEMBERSHIP

3.1 Public practice Paediatric Physiotherapists working in any of the following areas in British Columbia: acute care, rehabilitation, early intervention and/or school age programs.

4.0 STRUCTURE

4.1 In order to fully represent the province, the Council Executive Committee must aim to have representation from both rural and urban areas as well as from each area of paediatric physiotherapy practice (as defined under membership).

4.2 The province will be divided into the following **Macro Regions** based on MCFD [boundaries](#). For purposes of equal representation on council, the “Coast Fraser Region” is further subdivided into Vancouver Coastal and Fraser regions:

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

4.3 Executive Committee: Composed of two representatives from each Macro Region of the province as defined above. Macro regions should be further subdivided as determined by representatives for the purpose of communication regarding council minutes, etc.

- 4.4 There will be a Chair or two Co-chairs appointed from among the council members for a 2-year term.
- If the chair/co-chair is unable to fulfill their two-year commitment then a new chair/co-chair will be elected by members.
 - If no one on council offers to be chair/co-chair at the end of the two-year term and the existing chair(s) agrees to continue then he/she can be re-appointed for another two year term.
 - The Chair’s responsibility includes organization of the annual meeting schedule, preparing agenda for each meeting and chairing each teleconference/zoom meeting.
 - If no one on council volunteers to take on a 2-year term, the chair will be assigned on a rotating basis. In this situation, a chair for the next meeting will be designated at the end of each council meeting. This process will repeat until there is a volunteer chair willing to take on a 2-year term. The Chair rotation schedule will be based on macro-regions.

- 4.5 There is no limit on how long a representative may serve on council. If a representative elects to conclude their participation on council, they are requested to initiate a search in their region for a new volunteer member to take their place. An email should be sent by outgoing member (or Chair in their absence) to all members within a Macro area to ensure all public practice PTs in the area have an opportunity to volunteer.
- 4.6 All positions on council are voluntary. These guidelines for structure can be amended as long as presented to council for discussion prior to enacting proposed changes and efforts are maintained to have equal representation based on region and areas of practice.
- 4.7 PABC will be represented on the Executive Committee by a member appointed by the PABC Board of Directors
- 4.8 Macro Regional committees: composed of all member Physiotherapists in that region. *In some regions due to distance it may be desirable to divide into smaller areas (**Micro Regional Groups**) which would then provide information and feedback to the larger Macro Regional Committee (optional).*
- 4.9 Ex-officio members (non-voting members): the Ministry of Children and Family Development
- 4.10 Frequency of meeting: 4 meetings annually will be scheduled. Two of these will be together with the BC Pediatric OT Council. Up to 2 additional meetings may be scheduled per year at the discretion of the Council.