



Canadian Society of Palliative Care Physicians

Terms of Reference:

Opioid Safety Working Group

Purpose

To support the Board of the CSPCP to develop practical recommendations on how to improve opioid safety in the context of Palliative Care.

In August 2016, the CSPCP published a [Position Statement on Access to Opioids for Patients Requiring Palliative Care](#). Our next step is to provide practical suggestions to policy makers on how to improve safety and to minimize the risk of misuse and diversion.

Role:

1. Provide recommendations to the Board on what safety measures to include in official CSPCP recommendations
2. Identify measures that palliative end of life care practitioners can use to assist with safe prescribing
3. Identify opportunities within the system to reduce opioid misuse or diversion
4. Provide CSPCP members with an opportunity to contribute feedback through Working Group members
5. Help the Board ensure that CSPCP recommendations regarding opioid safety are a reasonable reflection of CSPCP members' opinions
6. Help the Board ensure that CSPCP recommendations regarding opioid safety are developed through a fair and inclusive process.

The Working Group acknowledges that consensus on the recommendations may not be possible; however, all views will be heard and considered. The final recommendations are at the discretion of the Board.

Chair

To be appointed by the Executive Committee of the CSPCP Board.

Members

Six CSPCP members in good standing who have submitted an Application to Participate and have been selected by the Selection Committee of the Board (Anne Boyle, Pippa Hawley, and David Henderson). The Selection Committee will assign an initial score to the Application to Participate and then select members who bring a variety of expertise and who represent different geographies and work settings.

Three elected members of the CSPCP Board who represent different geographies and work settings:

- *Anne Boyle* (ON): CCFP, CAC Tertiary and Quaternary Inpatient Shared Care model Palliative Care with outpatient consultative services, education
- *Pippa Hawley* (BC): FRCPC, early integrated palliative care in oncology, education
- *David Henderson* (NS): CCFP (PC), Rural Palliative Care and provincial integration of palliative care, provincial workgroup on opioid safety

Term

March 1 – June 1, with an option to extend quarterly if/as needed

Reporting Structure

Directly to Board, via the Chair

Meetings

At group discretion – Likely to be every 4 weeks by phone with tasks as needed in between.

Administrative Support

CSPCP staff will provide:

- Access to a telecon line and/or GoTo meetings
- Help with scheduling meetings
- Help to create a Survey Monkey poll for members (if desired by the Working Group)

The work group is responsible for its own internal communications (minutes, planning, document writing, etc.)

Deliverables:

Written summary encompassing items described in points 1-3 of the Role description. Content is important; format is not.

Due date:

June 1, 2017