

Statewide Trauma Clinical Network

Terms of Reference 2020-2021

Background

The Statewide Trauma Clinical Network (STCN) was originally established in 2007 as a key action item of the Trauma Plan for Queensland 2006 (The Plan). The STCN has provided oversight and support for the strategies contained in The Plan which has included the establishment of major trauma centres in Queensland, verification of trauma centres, expansion of quality focused data collection, and numerous research and education initiatives. The STCN was aligned to the Healthcare Improvement Unit (HIU) in 2015, under the sponsorship from the Executive Director of the HIU.

The STCN is a multidisciplinary collaboration of clinicians that provides expert direction and advice on all strategic matters relating to the delivery and advancement of trauma services in Queensland. The Committee provides leadership to the broader advisory groups and trauma services across Queensland to achieve improvements in clinical practice, service efficiency/access, and the patient journey in trauma.

Purpose

The STCN provides expert direction and advice on strategic matters relating to the advancement and coordination of trauma care delivery across Queensland. Key areas of focus include clinical service provision, evidence-based practice, research and quality improvement, education and training, and data collection and reporting.

Principal Functions

The principal functions of the Statewide Trauma Clinical Network are to:

- Be the leading strategic body in Queensland for matters relating to the specialty of trauma and trauma service delivery across Queensland.
- Provide expertise, direction and advice to the Department of Health, Hospital and Health Service (HHS) Executives and healthcare providers in relation to trauma management including standards, planning, workforce, quality and safety, research and clinical information systems.
- Foster knowledge sharing and promotion of continuous improvement in trauma care delivery, across facilities and healthcare providers involved in trauma care.
- Lead the development and maintenance of the Trauma Clinical Services Capability Framework (CSCF) module with the Healthcare Improvement Unit and the Office of the Chief Health Officer.
- Guide the development and maintenance of Statewide Clinical Practice Guidelines, based on current priorities and evidence based best practice principles.
- Foster, guide and support education and research initiatives.
- Facilitate the review of unjustified variation in clinical outcomes or service provision, ensuring and supporting implementation of review recommendation
- Support the development of data analytics and reporting at the individual facility, HHS and Statewide level; including development and use of standardised data definitions to add value to the clinical interface and enable benchmarking to improve trauma patient outcomes.
- Liaise with external bodies such as the Royal Australasian College of Surgeons (RACS), Queensland Police Service, Disaster Management Unit, Department of Transport and Main Roads, Motor Accident Insurance Commission, Australian Defence Force, The Jamieson Trauma Institute, Australian Trauma Registry, Australian Trauma Quality Improvement Program (AusTQIP), research centres, tertiary and consumer organisations to identify opportunities for collaboration and injury prevention initiatives.
- Provide facilitation and leadership to the RACS trauma verification program.

- Provide advice, consultancy and/or independent review for the:
 - Department of Health
 - Minister for Health and Minister for Ambulance Services
 - Director-General of Queensland Health
 - Hospital and Health Service (HHS) Executives
 - Statewide clinical networks
 - Trauma service clinical leaders
 - Queensland Ambulance Service
 - Aeromedical Retrieval and Disaster Management Unit
 - Australian Defence Force
- Maintain a high level of awareness to identify enablers and barriers for equitable access to trauma care delivery for patients from diverse cultural and linguistic backgrounds and disadvantaged communities.
- Operate in a manner consistent with Queensland Government Code of Conduct for the Queensland Public Service <http://qheps.health.qld.gov.au/hr/workplace-culture/code-of-conduct/home.htm>

Membership

The STCN Committee membership shall:

- reflect the various health disciplines involved in trauma care including medical, surgical, intensive care, nursing, allied health and data manager representatives, who have experience in trauma care delivery
- represent the diverse geographical spread of Queensland with representation from each Hospital and Health Service (including Children's Health Queensland)
- have representation across the trauma continuum of care including injury prevention, emergency, surgery, acute, rehabilitation, community services and general practice.
- have representation from relevant internal and external stakeholders including but not limited to Retrieval Services Queensland, Queensland Ambulance Service, Aeromedical Retrieval and Disaster Management Branch, Jamieson Trauma Institute, the Australian Defence Force, General Practice and a consumer.
- Have members who are experienced in their field of expertise and have an active interest in improving the care of trauma patients in Queensland.

Membership should include but not be limited the following roles:

- Directors of Trauma from all Major Trauma Centres
- Director, Health Disaster Management Unit
- Medical Director and Senior Paramedic, Queensland Ambulance Service
- Executive Director, Retrieval Services Queensland
- Emergency Department Specialist
- Surgical Specialist
- Intensive Care Specialist
- Rehabilitation Specialist
- Nursing Practitioner or Clinical Nurse Consultant
- Allied Health Practitioner
- Data/Registry Manager
- Research Specialist
- Royal Flying Doctor Service of Australia Representative
- General Practitioner
- Consumer
- Healthcare Improvement Unit representation and STCN Coordinator

The position of Statewide Trauma Clinical Network Chair will be formally advertised every two years using a formal application, selection and interview process managed by the Healthcare Improvement Unit.

STCN Steering Committee members will be appointed following an expression of interest for a two-year term with positions being declared vacant at the end of the two year period. The selection process will be managed by the Chair, STCN.

Members shall not misuse the information provided to them by virtue of their membership and will be expected to take a strategic view of issues and not take advantage of STCN Steering Committee to canvass personal or institutional issues. Members and proxies of the STCN Education Working Group are responsible for monitoring, managing and declaring actual, or perceived, conflicts of interest in relation to the scope of the Statewide Trauma Clinical Network Education Working Group prior to the commencement of related discussions.

Reporting Responsibilities

Reporting links are through the Executive Director of the HIU to the Deputy Director-General, Clinical Excellence Division, the Executive Sponsor for the STCN.

Advisory, Reference and Working Group Subcommittees

The STCN Steering Committee may establish advisory, reference and working group subcommittees to progress and monitor key priority areas to fulfil the purpose and principal functions of the STCN. The subcommittees may be time limited or ongoing. Current STCN subcommittees are:

- Clinical Services Capability Framework (CSCF) Working Group
- Digital Trauma Working Group
- STCN Education Working Group
- Trauma Registry Reference Group (TRRG)

The STCN Steering Committee will set and monitor the relevant objectives, scope and timeframes for the subcommittees as required. Subcommittees will develop a terms of reference and work plan that are approved by the STCN Steering Committee and are subject to the STCN Terms of Reference.

Subcommittees will be chaired by an STCN Steering Committee member and the STCN chair is an ex officio member of all subcommittees. Subcommittee members can be STCN members or other duly appointed members with specific professional experience, qualifications and/or skills of particular relevance to the work of the subcommittee.

Meetings

Duration: 2 hours

Frequency: Quarterly (February, May, August, November)

Location: To be advised prior to meetings

If a member of STCN Committee is unable to attend a meeting, the member must nominate a proxy to attend on their behalf. The proxy assumes the same voting rights as the member. If a member fails to attend (or send a proxy) for two consecutive meetings, the Committee will review the membership.

A quorum is achieved with 50% of members plus one in attendance within 20 minutes of the scheduled commencement time of the meeting.

For the purposes of determining a quorum, a nominated proxy will count as a member in attendance. If a quorum is unable to be achieved, for time urgent decisions, out of session endorsement may occur.

Educational Event – Queensland Trauma Symposium

Duration: 1/2 day/s

Frequency: Annually

Location: To be advised prior to the workshop

An educational event is provided via the annual Queensland Trauma Symposium that is hosted by the Royal Brisbane and Women's Hospital Trauma Service, with support from the STCN.

Coordination

Coordination for the STCN will be provided by the Healthcare Improvement Unit.

Confidentiality

Members of the STCN may be in receipt of information regarded as commercial in confidence, have privacy implications or be clinically confidential. Members acknowledge their responsibility to maintain confidentiality of all information not in the public domain.

Evaluation

The STCN Chair will provide an annual report, where considered appropriate, to:

- Clinical Senate/State-wide Clinical Networks
- Executive Director, Healthcare Improvement Unit
- Deputy Director-General, Clinical Excellence Division
- Director-General, Queensland Health
- The Honourable Minister for Health and Minister for Ambulance Services

Review

Date of last review: Aug 2020	Review Period: 12 months	Date of next review: Aug 2021
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Endorsement

Approving Authority	Signature	Date
Chair Professor Martin Wullschleger Medical Director Trauma Service Gold Coast Health		11 / 9 / 2020
Sponsor Jody Paxton Director Healthcare Improvement Unit Clinical Excellence Division		15 / 10 / 2020