

Independent Dental Hygiene Practice Advisory Committee (IDHPAC)

Terms of Reference (TOR)

Mission

The mission of the Independent Dental Hygiene Practice Advisory Committee (IPAC) is to support CDHA by providing expertise to guide and support the growth and development of independent practice, fostering the evolution of the dental hygiene profession.

Mandate

IDHPAC will provide advice to the Manager of Professional Practice, whose endeavours are to promote opportunities for independent practice and support dental hygiene independent practitioners. The committee will also assist in the development of an operational plan for CDHA's vision of independent practice. The IDHPAC mandate aligns with CDHA Board Ends policies.

Future Vision

IDHPAC members will act as an essential resource to CDHA by:

- Articulating independent practice needs
- Participating in the ongoing strategic planning cycle for the independent dental hygiene practice agenda
- Acting as ambassadors for independent practice
- Serving as a conduit for consulting with independent practitioners across Canada
- Providing feedback on the way CDHA is meeting members' needs

Committee Composition

The IDHPAC shall consist of no more than 8 members from the dental hygiene independent practice community who currently own an independent practice. Committee members will hold membership with CDHA and with the Independent Practice Network.

Additional Considerations

CDHA is interested in recruiting members with diverse backgrounds and experiences in independent practice and will endeavor to select committee members from each of the following practice areas:

- Dental hygienists who own a stand-alone practice
- Dental hygienists who own a mobile practice and
- Dental hygienists who practice in long term care

CDHA is committed to establishing a committee that represents the geographic areas in Canada.

Recruitment of Committee Members

The Manager of Professional Practice will seek a letter of interest from interested members. The letter of interest should outline the member's background and areas of expertise, including their independent practice experience. Members will be selected in accordance with the criteria set out for committee membership.

Terms of Office Appointments

Committee members will be appointed for a three-year term. Appointments may be renewed for one consecutive term upon recommendation from the IPAC.

The Chairperson appointment will be made for a three year term. The selection of the Chairperson will be made by the committee.

Sub-Committees

The IDHPAC establishes sub-committees as the need arises so that a small group of committee members can ensure that sufficient attention is given to specific issues. Occasionally, additional external topic experts join the sub-committees. The sub-committee reports on activities to the IDHPAC.

Guiding Principles

The members of the committee value:

- Excellence
- Creativity -“can do attitude” “willing to find a way”
- Leadership -take the risks to take a quantum leap forward for the dental hygiene profession
- Collaboration
- Compassion (value and respect for other professions and others in the dental hygiene field)
- Speaking with a shared voice
- Professional rather than personal agenda
- Diversity and inclusion

Meeting and Communication

Committee members may be required to attend one in person meeting per year, normally to be held in the spring. Additional communication will include e-mail and teleconferences. A majority of committee members at a meeting constitutes a quorum. Members must maintain active participation to remain on the committee.

Confidentiality

The committee encourages members to openly share information. By joining the committee, each member agrees to maintain the confidentiality, security and integrity of all materials and information shared during and after their term on the committee.

Additional Notes

CDHA will reimburse members for expenses to attend the in-person meetings, including travel, meals and accommodation, according to the CDHA meeting expense policy. No honoraria/per diems are paid to attend meetings.