

# Peer Support Initiative Terms of Reference

## Purpose and remit

1. To facilitate responsive and proactive formal peer support opportunities for physicians needing emotional support or experiencing work or life-related stressors.
2. To support physician peer supporters to offer non-clinical emotional support to physician colleagues in formal peer support settings.
3. To provide opportunities for participating local organizations (Divisions of Family Practice, Medical Staff Associations, etc.) to share knowledge and collaborate as they develop and build their own local peer support programs.
4. To actively pursue alignment and coordination between different peer support programs provincially.

## Membership

- Participating organizations of the Peer Support Initiative (the Initiative), referred to as peer support sites, will be physician organizations in BC developing or maintaining a physician peer support program for their community, site or membership.
- Organizations that have received peer support training from the PHP-JCC will be members of the Initiative.
- Interested organizations with an existing physician peer support program and that do not require peer support training may also be members of the Initiative

## Roles and responsibilities

All Peer Support Sites agree to:

- Manage the implementation of their local peer support program (e.g. peer support recruitment, matching, and promotion).
- Demonstrate a willingness to engage in peer support initiative collaboration and knowledge sharing.
- Consider accepting potential inter-site peer support referrals.

Peer Support sites trained by PHP-JCCs agree to:

- Participate in peer support initiative program evaluation and quality improvement activities:
  - Provide a quarterly report on participation data (e.g. number of peer support sessions delivered, number of physicians supported)
  - Incorporate provincial core qualitative evaluation questions into post-peer session questionnaire
  - Participate in a 6-month post-launch focus group intended to inform how the Initiative could be improved and how PHP and the JCCs can better support participating organizations

PHP and the JCCs agree to:

- Fund and deliver peer support training
- Host and facilitate Peer Support Initiative meetings intended to bring together peer support sites to share knowledge, celebrate successes and troubleshoot challenges
- Support the alignment and coordination of peer support activities provincially
- Facilitate inter-site peer support matching for physicians requesting peer support outside of their community
- Collate peer support information and learnings into toolkits, templates and resources available to all peer support sites

## Principles

To support the objectives, the members agree to the following principles:

- Commitment to a shared goal of supporting physician wellness and a healthy medical culture.
- Commitment to collaborative partnership.
- Openness to sharing learnings and best practices from their own experience.
- Respectful, open and honest communication.
- Confidentiality and sensitivity towards information and stories shared within the Initiative.

## Support and meetings

- The Peer Support Initiative meetings will be arranged and facilitated centrally by the PHP and JCCs
- The prototype sites will begin meeting monthly during the initial stages of program implementation. Meetings will reduce to bi-monthly (every 2 months) after the prototyping phase (Approximately 6 months, however, this may be mutually decided by the group)
- Ad-hoc meetings between monthly meetings with the PHP-JCCs will be available for additional support

## Agenda and minutes

- Agendas for Initiative meetings will be sent to members at least one week in advance.
- Agendas and related materials will remain confidential unless the chair or Initiative members authorizes disclosure.
- Minutes and action points from the meeting will be prepared and distributed following meetings.