

Towards Evidence-Informed Practice Project Program Evidence Tools Expert Advisory Committee

Terms of Reference

BACKGROUND

The four primary aims of the Towards Evidence Informed Practice (TEIP) project are:

1. To maximize the uptake of academic evidence for stroke prevention programming;
2. To create practice-based evidence through strong process and relevant outcome evaluation at the local level;
3. To strengthen collaborative partnerships between the Ontario Stroke System (OSS) and the Ontario Heart Health Program (OHHP)
4. To disseminate knowledge learned and resources developed through the TEIP project.

The TEIP project uses three separate tools – Program Assessment, Program Evaluation and Program Evidence - to support local communities in their uptake of academic evidence and development of practice-based evidence. Tools are specific and prescriptive combinations of evidence-informed tools and step-by-step procedures. The TEIP Program Assessment Tools and Program Evaluation Tools have already been developed, piloted tested and evaluated.

ROLE of EXPERT ADVISORY COMMITTEE

The key role of the Expert Advisory Committee is to advise on the development of the Program Evidence Tools to increase the capacity of community-based health promotion practitioners to access and use existing sources of evidence to strengthen chronic disease prevention programming.

Specifically, the committee's role is to:

- Guide approach to developing TEIP's Program Evidence Tools overall development including the timelines and framework
- Ensure the TEIP's Program Evidence Tools incorporate methodologically strong practices while remaining accessible and useful to community-based health promotion practitioners
- Advise the TEIP team about integrating the Program Evidence Tools with key national knowledge exchange activities within Canada
- Guide the development of the tools, processes, checklists, and resources for the Program Evidence Tools
- Review and advise on revisions to the Program Evidence Tools
- Provide recommendations regarding the pilot testing of the tools
- Participate in the project evaluation
- Recommend resources and resource people to guide tool development

MEMBERSHIP

Membership will be drawn from a number of key content and contextual experts including specialists in best practices, knowledge management, dissemination and research, as well as from front-line practitioners. Other members may be invited to join the committee as the project evolves.

MEETINGS

Meetings will be held by web-based live meeting and teleconference bimonthly or as needed. Members may be asked to attend one meeting in person if funding permits.

TERMS OF OFFICE

Members are asked to commit to an 18 month participation during which time the Program Evidence Tools will be drafted, pilot tested, evaluated, revised and implemented.

SUB-COMMITTEES OR WORKING GROUPS

It is anticipated that the Advisory Committee may strike one or more working groups to carry out its mandate.