

# OPA Long-Term Care Pharmacy Provider Task Force

## Terms of Reference

### Mandate and Objectives

The Ontario Pharmacists Association ('OPA', 'Association') is committed to providing leadership and support to all of its members, including those who own and operate pharmacies primarily or fully dedicated to support long-term care (LTC) and retirement homes (RH) in the province. LTC pharmacies operate in an environment that is governed by pharmacy, long-term care and retirement home regulations and as such may experience unique challenges and opportunities related to the delivery of services, operations, and economics.

The purposes of establishing the LTC Pharmacy Provider Task Force are:

- i. To advise and, when necessary, guide the Economics Committee and OPA staff on matters related to the provision of Pharmacy Services to LTC and Retirement Homes
- ii. To assist the OPA Board, relevant committees, working groups, task forces and staff in understanding the evolving nature of current and new service requirements in Ontario as they relate to LTC and RH;
- iii. To ensure that the interests and value of LTC pharmacies and the pharmacy professionals working within LTC are recognized, preserved, and leveraged in the implementation of regulations, policies, and funding models for the provision of medication management services in LTC and RH; and
- iv. To ensure that resident/patient safety is always considered in the development and implementation of regulations, policies, and funding models.

### Duties and Responsibilities

The OPA LTC Pharmacy Provider Task Force shall:

1. Identify and make recommendations to OPA staff and the Economic Committee for action pertaining to the business and economics of LTC pharmacy in Ontario;
2. Identify and recommend new initiatives, proposals or services for LTC pharmacy, and support advocacy efforts through the contribution of information, data and feedback where possible;
3. Support the development and revision of tools and solutions to enhance the provision of LTC and RH pharmacy services to residents; and
4. Periodically review the mandate of the Committee and propose recommended changes to OPA's GNC for consideration.

### Committee Composition

The OPA LTC Pharmacy Provider Task Force shall be comprised as follows:

**Chair:** ..... As appointed by the CEO  
**Number of Members:** ..... Indeterminate  
**Staff Support:** ..... CEO and delegates  
**Guests:** ..... Expertise as determined by the Task Force

## **COMMITTEE GOVERNANCE/REPORTING**

- The term for each representative shall be one (1) year or at the discretion of the Economics Committee.
- Committee members are appointed by the Chair and CEO. All members must be active OPA members.
- The Economics Committee will be chaired by a delegate appointed by the CEO.
- A quorum of the Task Force shall consist of a majority of its members.
- The Task Force shall meet quarterly or as often as necessary as determined by the chair in conjunction with OPA staff to carry out its responsibilities.
- Meetings may be conducted in-person, electronically or by teleconference at the discretion of the Chair and OPA staff.
- The Chair of the Task Force will be an appointed member of and report directly to the Economics Committee.

**Reviewed by Governance and Nominating Committee on March 30, 2022**

**Approved by the Board of Directors on April 21, 2022**