

TERMS OF REFERENCE – MEDICAL IMAGING QI WORKING GROUP

PURPOSE

The purpose of the BC MQI Medical Imaging Quality Improvement working group (MIQI) is to support the BC Medical Quality Initiative (BC MQI) in the area of medical imaging. It is an advisory body that provides guidance, and advice, to the BC MQI on medical imaging quality improvement activities.

GUIDING PRINCIPLES

In fulfilling its purpose to advise the BC MQI, MIQI is guided by the following values and principles:

- **Quality improvement.** The advice, guidance, and recommendations of the MIQI are grounded in a quality improvement approach, that is to say, identifying opportunities for improvement and supporting organizations to regularly engage in improvement activities. The MIQI working group recognizes that when done well, quality improvement also provides assurance of quality.
- **Collaboration and inclusivity.** The MIQI membership includes relevant stakeholders, conducts its work in a collaborative manner, and seeks to develop positive and constructive working relationships among partner organizations to improve the quality of medical imaging care.
- **Alignment.** The MIQI considers that the optimization of a quality improvement approach happens when processes are strategically aligned across organizational boundaries in the health care system.
- **Transparency.** The MIQI conducts its work with clear objectives, robust accountability and transparent decision making.
- **Professional responsibility.** The MIQI recognizes that quality medical care is a shared professional responsibility. It champions and promotes a Just Culture.

OBJECTIVES

The MIQI working group will direct its advisory efforts in the following areas:

- **Environmental scan.** Develop a comprehensive picture/ environmental scan of medical imaging quality improvement in B.C.
- **Key performance indicators.** Establish key performance indicators and targets that are reflective of the Medical Imaging Quality Improvement working group's scope of activity.
- **Audits and templates.** Advise on audits and templates for local audits related to medical imaging quality improvement.
- **Privacy issues.** Work to identify privacy barriers related to the collection of medical imaging data for QI purposes.
- **Standards.** Collaborate with the Data Review and Validation Committee (DRVC) and partners to develop medical imaging program standards and mechanisms to ensure these standards are met.
- **Provincial Diagnostic Imaging (DI) repository program.** Advise on strategic priorities, development requirements and stakeholder engagement for the Provincial DI-Repository program.
- **Health professional education.** Promote educational opportunities related to medical imaging QI for health care personnel in BC.

- **Appropriateness initiatives.** Work with partner agencies to provide leadership on appropriateness initiatives for medical imaging in the province.
- **Other issues.** Advise the BC MQI on other relevant areas of medical imaging that emerge through its work.

REPORTING AND ACCOUNTABILITY

The MIQI working group will report through its members to their respective organizations and works in partnership with the Data Review & Validation Committee (DRVC) and the B.C. Medical Imaging Advisory Committee (MIAC). Regular reports will be provided by the co-chairs to the BC MQI Medical Quality Oversight Committee.

MEMBERSHIP AND COMMITTEE FUNCTIONING

The MIQI working group has representation from organizations involved in medical imaging quality improvement. These include, but are not limited to:

- BC health authorities /health organizations
- Lower Mainland Medical Imaging Consolidation
- College of Physicians and Surgeons of BC
- Ministry of Health
- BC Radiological Society
- Medical Imaging Advisory Committee
- Specialist Services Committee
- UBC Faculty of Medicine
- BC Patient Safety and Quality Council

Note: Consideration to be given to inviting additional members and/or patient representatives, if appropriate.

Chair – The MIQI working group will be co-chaired by two radiologists representing different organizations. Terms of office are suggested for a 2-year period and should be reviewed on an annual basis.

Individual member responsibilities – Work collaboratively to resolve issues and reach decisions to support successful outcomes; be accountable and connect and communicate with their organization and/or the committee they represent; and to help align efforts across the system.

Out-of-pocket expenses – Participating organizations are responsible for remunerating individuals for time investment, travel and any other out-of-pocket expenses for their participating representative.

Meeting logistics – The co-chairs will set a tentative meeting schedule 6 months in advance. Meetings may be held in-person or by video/ teleconference. All in-person meetings will be held in Vancouver.

Secretariat – BC MQI will provide secretariat support to the working group and will be responsible for booking meeting space, distributing agendas, taking minutes and preparing related information in a timely manner. The secretariat will work closely with the co-chairs.

EVALUATION AND REVIEW

The terms of reference (including mandate, membership, role and functions) of the MIQI working group will be reviewed annually to ensure ongoing relevance and appropriateness to current work and emerging opportunities.