



Community Ethics Network

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COMMUNITY ETHICS NETWORK (CEN) TERMS OF REFERENCE

PURPOSE

To advance the practice of ethics in the community health and support sector.

OBJECTIVES

1. To promote a consistent, transparent, and conscious approach in the management of ethical issues
2. To support organizations in the exchange of information relating to ethical issues and their management
3. To provide a supportive and collaborative environment where ethical issues can be identified and discussed.
4. To identify and bring forward significant ethical issues, those with large scale and multi-disciplinary impact, to the attention of policy makers and academics for further investigation and review.
5. To link with other agencies and networks to promote the advancement of community ethics in the Province.
6. To encourage and foster community-based research projects, with an aim to enhancing our ethical understanding of the unique challenges faced by the community health and support sector.

ROLES AND RESPONSIBILITIES

1. Build and provide expertise in the field of ethics as it relates to the community health and support sector.
2. Host an annual forum to promote the exchange of information between organizations.
3. Organize additional educational opportunities as required.
4. Collect, analyze, and disseminate information regarding the nature and management of ethical issues encountered.
5. Develop an organizational ethics framework to assist organizations deliver services and make decisions in accordance with its values and code of ethics.
6. To provide a forum for ethics case reviews; in the interest of providing education, dialogue, and reflection to member agencies on key ethical issues affecting their work.
7. The CEN is not a decision making body in the resolution of ethical dilemmas. Its role will be as a resource and to provide recommendations (only) to members in matters requiring ethical decision-making and interpretation.

GOVERNANCE AND CHAIRPERSON

1. The Community Ethics Network is an independent organization, consisting of interested agencies and community representatives.
2. The Network meetings will be facilitated by Co-Chairs, who will be elected from the Network's membership. The term of Co-Chair will be 1 year, with option for re-election for a maximum of 3 terms.
3. Decisions made by the Network will be by consensus voting.

MEMBERSHIP

Membership is limited to community health and support organizations, including Community Care Access Centres, service providers, home and community support agencies, and community health centres. As a member of the network, it is expected that the organization will:

1. Sign a Letter of Understanding confirming their agreement and willingness to be a member of the network, and abide by the terms of that agreement.
2. Support and comply with the Code of Ethics for the Community Health and Support Sector.
3. Have, or put into place, an organizational plan or strategy to promote the internal practice of ethics (e.g. a process for dealing with appeals and/or an internal ethics committee).
4. Promote the application of an ethical framework that will assist staff in dealing with ethical issues (e.g. the community ethics toolkit).
5. Conduct case reviews on a routine basis with staff.
6. Make available to clients the necessary resources to assist them with ethical issues regarding the services they are receiving.

EXPECTATIONS NETWORK MEMBERS

1. Members will have made the commitment to attend the scheduled meetings
2. Members will have received recent training and education related to ethics, or are committed to undertaking such training in the future
3. Members will have support from their organization to participate
4. Members will be responsible for keeping their organization's informed of the activities of the Network

NETWORK FUNDING

The intention of the Network is to cover all ongoing administration and support cost by member in-kind services. However, provisions for the initiation of a membership fee, to offset costs in the future, can be enacted by vote of the network membership if required.

MEETING FREQUENCY

Meetings of the Community Ethics Network will be held quarterly (to be confirmed); at a time and date to be decided on by the membership.

SPONSORSHIP

As the sponsoring organization, the Toronto Central CCAC will provide administrative support and Ethicist representative for the Community Ethics Network meeting.

REVIEW PROCESS FOR TERMS OF REFERENCE

The terms of reference will be reviewed annually.