

# NCAL Regional LMP Scope of Practice Committee Charter

## **Mission:**

To work collaboratively in the Labor Management Partnership to address scope of practice issues in a way that ensures compliance with laws, regulations and technology. To value the strengths, contributions and employment experience of all members of the health care team.

## **Purpose:**

The Non-Physician Practitioner Scope of Practice (SOP) Committee is established to evaluate non-physician practitioner scope of practice issues that exist at Kaiser Permanente and may arise due to regulatory and or technological changes. The committee will advise on implementation plans to address these issues.

The work of the Committee and work groups includes identifying sources of SOP issues, prioritizing risk of each issue, identifying gaps, proposing action plans when needed and recommending implementation plans.

## **Objectives:**

- To promote knowledge and understanding of scope of practice by communicating to and educating staff
- To proactively influence scope of practice laws and regulations as appropriate
- To create a safe environment to address scope of practice issues in a non-punitive manner
- To create a safe environment to address scope of practice classification work that may be impacted by scope of employment work
- To provide opportunities and resources for all employees to advance personally and professionally in order to take advantage of full scope of practice in accordance with certification and/or licensure.
- Assessment of SOP risk areas inside and outside of Kaiser Permanente and make recommendations to mitigate risk.
- Address technology issues that may impact SOP classifications

## **Accountability:**

The NCAL LMP Scope of Practice Committee work will be reported biannually to the NCAL LMP Leadership Council, Executive Compliance Committee (ECC) Scope of Practice Advisory Sub Committee by the representatives of the committee.

## **Meeting Logistics:**

- Entire Group will meet every month
  - Ad hoc meetings may take place with subgroup on alternate months
  - Group may agree to meet every other month
- Teleconferences/WebEx will be scheduled as needed

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## Guiding Principles:

- Information reviewed and discussed at meetings shall be confidential.
- Membership is representative of a constituent group or function.
- Members are accountable to communicate with their constituent groups about the work of this committee. This responsibility includes providing information and getting their input.
- The committee will not make a decision affecting a particular labor union unless that union is represented in the meeting.
- A quorum is defined as 50% of total membership and management present at the meeting.

## Committee is Chaired by:

- Labor co-lead: Ivory Evans
- Management co-lead: Dorcas Walton

## Members:

### Labor Representatives:

- SEIU/UHW Leadership
  - LVN
  - Respiratory Therapist
  - Medical Imaging Technologist
  - CHE or Registered Dietitian
  - MSW
- SEIU/UHW Staff
- L20 Leadership
  - CLS/MLT
  - Genetic Counselor
  - Optometrist
- L20 Staff
- L29 Leadership
  - Ad hoc dependent on agenda
- L29 Staff
  - Ad hoc dependent on agenda

### Management Representatives:

- NCAL Scope of Practice Leader (TPMG and KFH/HP)
- Other leaders to correspond with labor leadership positions from Medical Offices and NCAL Regional TPMG – number to be equal to or less than labor positions

## Executive Sponsors:

- Michael Aidan, Assistant Executive Director, L20
- Chokri BenSaid, SEIU-UHW Kaiser Division Director
- Tamara Rubyn, President Business Manager, L29

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- Mary Jo Williams, Regional Director for Medical Group Support Services, TPMG
- Anita Zuniga, Vice President Patient Care Services Northern California, KFH/HP

## **Ad Hoc Members:**

- SEIU-UHW Education
- Ben Hudnell Education Fund
- HR/Labor Relations
- KFH/HP, TPMG Leaders dependent on agenda topic, including Physicians
- Legal Counsel

## **Consultants:**

- Labor Partners as needed based on the roles prioritized.
- Content experts as needed based on the roles prioritized.