

# Palliative Care Aotearoa Research Network (PCARN)

Terms of Reference 2024

Vision:

*To promote a culture of research and enquiry across palliative care services in Aotearoa using the strength of multidisciplinary clinicians in partnership with academics*

*To reinforce the fundamental importance of Te Tiriti o Waitangi as a framework and enabler for Māori health advancement*

*To support new and existing research in palliative care.*

Goals:

- Promoting a culture of research philosophy and enquiry
  - To advocate for prioritisation of clinician-led research at national and local level
  - To hold a biannual palliative care research day in Aotearoa.
  - To develop capacity for research within palliative care in Aotearoa.
  
- Contributing to Māori Health Advancement
  - To ensure there is robust Māori representation and participation within the group.
  - To develop and support meaningful partnerships and collaborations with Māori researchers, Māori providers and other relevant groups.
  - To seek opportunities for Māori community researchers to lead or be involved in research projects that are of relevance to them and their communities
  - Support early Māori researchers
  - To contribute to building a highly skilled palliative care Māori health research workforce
  - To build upon and improve the capability of non-Māori members of the group to contribute to Māori health advancement
  
- Supporting new and existing research
  - To create and maintain a PCARN committee to coordinate activity.

- To create a network of palliative care researchers in Aotearoa as a point of coordination, collaboration and mentoring.
- To maintain a website to promote PCARN, contain a biography of researchers in Aotearoa to promote collaboration, and to hold a repository of research resources, ideas and current projects.
- To develop a palliative care research strategy for Aotearoa, including research priorities.
- To explore the potential for a clinical research collaborative group within palliative care.
- To directly support new and existing research by generating new research ideas, mentorship of researchers and supporting funding applications.
- Liaising with other research networks and palliative care groups to support emerging researchers.

#### Committee structure and roles:

- Structure
  - A main committee will be formed to provide high-level oversight. This will be ideally led by the two co-chairs, at least one of whom will be Māori.
  - We support a mix of academic and non-academic leads, with preference for persons with clinical roles.
  - Subcommittees can be formed following proposals from any member of the group and subject to approval by the chair. Subcommittees should have a clear purpose aligned with overall aims of the group.
  - Subcommittees report to the main committee.
  - The committee and subcommittees will be supported by an administration and communications position.
- Membership
  - Membership of the main committee should include a chair or co-chairs and additional voluntary members. Additional positions, such as a secretary, can be created at the discretion of the chair.
  - Positions are honorary unless approval is granted by the chair for a paid position.

- Membership is aimed at being as diverse as possible and represent a variety of clinical disciplines, geographical areas, ethnicities, and clinical areas (hospice inpatient, community, and hospitals).
- We aim to have consumer input (patients and whānau) into committee activity where relevant.
- Members of PCARN can join as many or as few subcommittees as they desire.
  - Subcommittees can choose to nominate positions, including a chair, at their discretion.
- Include appropriate Māori representation to ensure objectives relating to Māori health advancement can be achieved.
- Meetings
  - Meetings are held bi-monthly or as required with subcommittees.
  - Quorum is three or more members present which can be updated depending on the number of committee members.