

E4 59

TERMS OF REFERENCE**FOR THE PAEDIATRIC REVIEW COMMITTEE****OFFICE OF THE CHIEF CORONER****Amended November 19, 1996****PURPOSE**

The purpose of the committee is to assist the Office of Chief Coroner in investigating deaths of children, on an individual case basis through the provision of, or access to special expertise.

OBJECTIVES

1. To determine the manner and cause of death.
2. To determine in medical cases, that the appropriate diagnosis was rendered.
3. To provide or stimulate educational activities through identification of problem issues and/or
 - referral to appropriate agencies for action,
 - where appropriate, development of protocols,
 - where appropriate, disseminate educational information to parents, hospitals/professionals, child care institutions, and others
4. To provide expert evidence at Inquests.
5. To do or promote research, where appropriate.
6. When directed, to undertake random reviews, or directed reviews.
7. To provide advice to police and crown attorneys in cases where criminal charges result from a child's death. The committee may also provide expert evidence in criminal cases where requested.
8. To review all deaths of children who died while receiving service from a Children's Aid Society.

STRUCTURE AND SIZE

The core committee to include a balance of physicians according to:

- practical geographical representation
- varied expertise level
- varied subspecialties
- representation from teaching centers and communities

The position of chair is by a full-time member of the Coroner's office.

Other individuals will be invited to the committee meetings as necessary on a case by case basis. In all cases involving Children's Aid Society police experts, a Crown Attorney and child welfare experts will sit on the Committee.

The committee membership and its balance will be reviewed regularly by the Chief Coroner.

LIMITATION

This committee is advisory to the Coroner's system and will make recommendations through the chair to the Chief Coroner. The report will be forwarded to the appropriate Regional Coroner who will be responsible for addressing any issues identified by the Committee.

The consensus report of the committee is constrained by the limitation of the data provided to it. However, every effort will be made to obtain all relevant data.

The committee's opinion is subject to the limits imposed through the Coroner's Act.

Members of the Committee have agreed not to become involved in giving opinions with regards to civil litigation or inquiries outside the Coroners System arising from cases the Committee has reviewed.

Members will not participate in discussions of reports of clinical cases where they might have a conflict of interest.

AGENDA/MEETINGS

The chairperson shall set the agenda, including updating on all current open cases.

The chairperson will invite individual coroners, police officers, etc. as dictated by the case under review.

The meeting will be held monthly on the second Tuesday, but additional special meetings will be at the call of the chair as necessary.

Minutes will be kept and circulated prior to the next meeting.

CHAIRPERSON FUNCTIONS

The chairperson shall review all referred cases and decide on the suitability of those for review by the committee.

The chairperson shall be responsible for tracking and monitoring of post report activities related to the case reviewed.

AMENDMENTS TO TERMS OF REFERENCE

The terms of reference shall be amended by the authority of the Chief Coroner's Office. Recommendations for amendments may come from the committee.

ACCESS TO REPORTS

Access to Committee reports will be governed by the provisions of the Freedom of Information and Protection of Privacy Act (1987).