



WORLD FEDERATION OF | FÉDÉRATION MONDIALE DE | FEDERACIÓN MUNDIAL DE
CHIROPRACTIC | CHIROPRACTIQUE | QUIROPRÁCTICA

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GLOBAL CHIROPRACTIC PATIENT SAFETY TASK FORCE TERMS OF REFERENCE

Purpose

1. The purpose of the Global Chiropractic Patient Safety Task Force (“the GPS Task Force”) is to globally support a patient safety culture within the chiropractic profession.

Scope

2. The GPS Task Force will focus on all aspects of patient care relative to the safe delivery of chiropractic services that are sustainable within the health system capacities of individual countries. The safe delivery of chiropractic services will include, but is not limited to, the safety of treatment commonly provided by chiropractors, office/clinic operational safety procedures, communication of risk within a consent process and throughout a treatment plan, interprofessional communication and overall safety netting of chiropractic patients relative to their health and circumstances.

Objectives

3. The objectives of the GPS Task Force are to:
 - a. Build and sustain a reliable health profession that promotes respect, openness and transparency in relation to safety issues.
 - b. Ensure information and knowledge are gathered to assess and mitigate risk;
 - c. Develop synergy, partnerships and solidarity to improve patient safety as it relates to the delivery of quality chiropractic care; and
 - d. Monitor and report on the effectiveness of these objectives.

Responsibilities

4. The GPS Task Force will be responsible for:
 - a. Creating patient safety platforms to share international experiences, best practices, tools, ideas and approaches to improve patient safety;
 - b. Reviewing and analyzing incident reports and other data related to patient safety within the chiropractic profession;
 - c. Developing and recommending the implementation of strategies to mitigate patient safety issues;
 - d. Monitoring and evaluating the effectiveness of patient safety strategies;
 - e. Developing and delivering education and training programs related to patient safety;
 - f. Providing regular progress reports to the WFC Research Committee (RC) and WFC Board of Directors.

Membership

5. The GPS Task Force will be composed of a minimum of 6 members, who shall include the RC Chair, RC Vice-Chair, at least one other member of the Research Committee and a patient advocate. GPS Task Force members may also be drawn from outside the RC. Members shall be selected on their expertise and experience in patient safety, clinical practice and healthcare management. The GPS Task Force will be chaired by the Vice-Chair of the RC.

Meetings

6. The Task Force shall meet no less than four times a year to review progress, discuss issues and make recommendations. Meetings will be held via videoconference and will be chaired by the Task Force Chair.

Reporting

7. The Task Force will provide regular written progress reports to the RC Chair, copied to the WFC Board. It will submit a final report upon completion of its work.

Timeline

8. The Task Force will begin its work on June 1, 2023, and is expected to continue its work for a period of at least 2 years. The timeline for specific projects and initiatives may be adjusted as necessary to ensure that the GPS Task Force meets its objectives.

Confidentiality

9. Except where it is explicitly authorized by the WFC Secretary-General, members of the Task Force will be required to maintain confidentiality regarding all discussions and information related to the GPS Task Force and are not permitted to make public statements or comment in a manner that shall be perceived to represent the WFC. All conflicts of interest shall be declared ahead of the GPS Task Force commencing its work.

Conclusion

10. This Terms of Reference document outlines the purpose, scope, objectives and responsibilities of the Task Force. By working together and following the guidelines outlined in this document the GPS Task Force will be able to support patient safety within the chiropractic profession and optimize care for chiropractic patients.

**Approved by the WFC Board
May 16, 2023**