

ANZICS Paediatric Study Group Terms of Reference

Aims

1. To undertake multicentre research in the field of Paediatric Intensive Care. Wherever possible, the Paediatric Study Group (PSG) will aim to undertake research that is inclusive of children admitted to all Paediatric Intensive Care Units in Australia and New Zealand. In selected studies the PSG will aim to include children receiving intensive care in general or cardiac intensive care units.
2. To provide a point of contact and facilitate participation of paediatric units in selected trials proposed by the ANZICS Clinical Trials Group (ANZICS CTG).
3. To provide a point of contact and facilitate participation of Australian and New Zealand units in international paediatric intensive care trials.
4. To undertake specific projects that aim to assess and improve the quality and safety of paediatric intensive care in Australia and New Zealand.
5. To liaise closely with the ANZICS CORE registry of children admitted to intensive care units in Australia and New Zealand (the ANZPIC Registry) and to undertake combined research with the ANZPIC Registry.

Objectives

- To promote the development of collaborative multicentre research.
- To promote the development of individual projects.
- To obtain CTG endorsement for new PSG projects.
- To co-ordinate the timing and prioritisation of PSG projects.
- To co-ordinate funding strategies for PSG projects.
- To develop policies and procedures for PSG activities.

Governance and Structure

- The PSG is a working group of the ANZICS Clinical Trials Group.
- The PSG reports to the ANZICS Board via the paediatric representative on the Board.
- PSG funding is managed via the paediatric subscription cost centre in the ANZICS CTG budget.
- The PSG Chairperson sits as the paediatric representative on the CTG Executive Committee.
- The PSG is a forum open to doctors, nurses and other professionals active in research, quality or safety initiatives in paediatric intensive care in Australia and New Zealand.
- The Chairperson is elected every three years from the medical members of the PSG.
- The Chairperson shall not be the Paediatric representative on the ANZICS Board.
- Representatives may serve no more than two consecutive 3 year terms, unless approved by the Board.
- The Chairperson may serve a maximum of two terms.
- The PSG shall have two face-to-face meetings per year, at the Noosa CTG meeting and at the ANZICS/ACCCN ASM. Two telephone conferences, one in December or January and one in

June or July with additional face to face meetings or teleconference meetings arranged if necessary.

Membership

Membership of the PSG shall comprise:

- 1 medical representative from each paediatric intensive care service, elected by each service.
- 1 research coordinator representative from each paediatric intensive care service elected by each service.
- The ANZPIC Registry Director (co-opted).
- ANZICS Board Paediatric representative (co-opted).
- The immediate past chairperson (co-opted) if that person is not otherwise a medical representative of a paediatric intensive care service.
- Medical members shall be ANZICS members.

Communication

- Working group members communicate with each other by each member maintaining an email group.
- Nurse members of the working group communicate with other liaison nurses by each member maintaining an email group.
- Wider PSG communication is via the ANZICS Paediatric list (paed_list@anzics.com.au)

Links to Other ANZICS bodies

- ANZICS Board

The PSG reports to the ANZICS Board via the Paediatric representative on the Board. The Paediatric representative on the Board is a co-opted member of PSG working group.

- ANZICS Centre for Outcome and Research (CORE) and ANZICS Safety & Quality Committee

The PSG will endeavour to collaborate with ANZICS CORE and the Safety & Quality Committee to develop synergies where possible.

- ANZPIC Registry

The ANZPIC Registry Director is co-opted onto the PSG and will inform the PSG of Registry activities There will be regular reporting to the ANZICS Board from the ANZPIC Registry.

- ANZICS Clinical Trials Group

The Paediatric representative on the CTG will forward proposed CTG studies to PSG for consideration of paediatric participation.

The PSG working group will be included on the CTG_List (ctg_list@anzics.com.au).

The CTG Executive Committee will be included on the Paed_List (paed_list@anzics.com.au).

Appendix One**Mechanism for the election of the PSG Chairperson**

1. The chairperson is elected every three years from the medical members of the PSG.
2. Nominations for the chair shall be sent to the Secretariat by the end of December.
3. Nominations may only be made by medical and nursing members.
4. Any medical member interested in being nominated should seek nomination by another working group member.
5. Voting papers shall be circulated to members in early January.
6. Closing date for voting shall be the end of January.