



Work Plan 2018-2019

Goal #1: Provide advice on priorities, emerging initiatives and progress to AHS through the program leadership of CancerControl Alberta and of Population, Public and Indigenous Health

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
Review and provide advice on AHS priorities and progress.	Receive, discuss and provide feedback on presentations by: <ul style="list-style-type: none"> • CancerControl Alberta (CCA) (quarterly); • Population, Public and Indigenous Health (PPIH) (includes prevention initiatives supported by Alberta Cancer Prevention Legacy Fund) (at least biannually; and • Cancer Strategic Clinical Network (SCN) (at least annually). 	Cancer Provincial Advisory Council (CPAC) Chair and members CCA, PPIH, SCN Leadership	Ongoing	Presentations and discussions as planned. Evidence of influence of Cancer PAC input on program evolution.
Review progress on <i>Changing Our Future: Alberta's Cancer Plan to 2030</i>.	Annual presentations by CCA and PPIH.	CCA and PPIH Leadership	Ongoing	Presentations and discussions as planned. Evidence of progress towards goals of Alberta's Cancer Plan.



Work Plan 2018-2019

Goal #2: Engage with HACs, Wisdom Council, Seniors and Continuing Care PAC, Addiction and Mental Health PAC, and also potentially the public, to harness patient and community perspectives to enrich CPAC’s deliberations and advice.

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
Foster interactions between CPAC and Health Advisory Councils (HACs).	<p>Encourage joint appointments of individuals to CPAC and a HAC.</p> <p>Encourage CPAC members to attend HAC meetings.</p> <p>Invite HAC Chairs to attend, or designate a member to attend CPAC meetings.</p> <p>Request HACs to submit local concerns and issues about cancer services to CPAC.</p> <p>Disseminate key messages from CPAC to HACs (quarterly).</p>	CPAC and HAC Chairs	Ongoing	<p>Number of “cross-fertilization” activities tracked.</p> <p>Solicited feedback from HACs on value of activities (annually) is tracked.</p> <p>The CPAC members’ evaluation of activities (annually) is tracked.</p>
Build linkages with Wisdom Council to ensure Indigenous perspectives are considered by CPAC.	Letter of invitation to Chair & Vice Chair of Wisdom Council, with calendar of CPAC meetings.	CPAC Chair	2018/19	<p>The attendance at CPAC meetings by Wisdom Council is recorded.</p> <p>Solicited evaluation from Wisdom Council on value of activities (annually) is tracked.</p> <p>CPAC members’ evaluation of activities (annually) is tracked.</p>



Work Plan 2018-2019

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Strengthen interaction with Council of Chairs.	Cancer PAC Chair to present Cancer plans and progress to Council of Chairs annually.	CPAC Chair	Ongoing	Annual report given and tracked in minutes. Solicited Council of Chairs' evaluation of CPAC annual report.
Educate members of HACs and PACs on cancer control and activities of CPAC.		CPAC Chair, Community Engagement	Target: Fall Forum 2018 or 2019	Meeting held and tracked. Fall Forum's evaluation of CPAC's activity.
Engage directly with public.	Explore development of social media, website (microsite) to encourage public engagement on cancer services. Explore public webinar meetings on cancer services.	Community Engagement	Target feasibility completion in 2018/19	Feasibility report is developed.



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Goal #3: Share lived experiences and perspectives with Alberta Health Services

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
Foster opportunities for public members of CPAC to participate in planning committees and activities of: <ul style="list-style-type: none"> • CancerControl Alberta • Population, Public and Indigenous Health • Other AHS programs and committees involved in cancer control 	CPAC communication with relevant AHS program leadership.	CPAC members, leaders of relevant AHS programs	Ongoing	Number of interactions is tracked. CPAC members' evaluation of interactions is developed.



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Goal #4: Foster continuous improvement of CPAC performance.

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
Achieve effective orientation of new CPAC members.	Consistent application and periodic review of orientation package and process.	CPAC Chair and CPAC liaison	Ongoing	Feedback on process by new members is tracked.
Improve effectiveness of CPAC meetings.	Written evaluation of each meeting by CPAC members. Periodic review of evaluation comments and suggestions (at least annually).	CPAC members	Ongoing	Evidence of progressive improvement of meetings is tracked.