

Roles and responsibilities

	ACI Menopause Project Team	Menopause Taskforce Executive	Menopause Taskforce	Community of Interest, including consumer and clinician reference groups
Membership	<p>Drawn from ACI teams</p> <ul style="list-style-type: none"> ▪ Core Team Menopause Taskforce ▪ Support Team Musculoskeletal Network, Diabetes and Endocrine Network, Aboriginal Chronic Conditions Network, Mental Health, Cardiac Network ▪ Advisory Team – Evidence Generation and Dissemination, Communications, STEP - Implementation 	<p>Self-nominated (from Taskforce)</p> <p>Nomination from Taskforce, endorsement from ACI Executive Sponsors</p>	<p>Nominated through expression of interest</p> <p>Selection based on Taskforce Terms of Reference, representing the following groups:</p> <ul style="list-style-type: none"> ▪ consumer and carer groups ▪ allied health (physiotherapy, dietetics) ▪ medical (menopause, gynaecology, endocrinology, cancer, cardiac) ▪ nursing (gynaecology) ▪ psychology ▪ academic/research ▪ Ministry of Health ▪ primary care. 	<p>Open to all</p> <p>Respondents to EOI for Taskforce</p> <p>Others interested</p>
Role	<ul style="list-style-type: none"> ▪ Operational project management ▪ Day-to-day support for Executive, Taskforce, working groups and community of practice 	<p>Initial commitment 12 months</p> <ul style="list-style-type: none"> ▪ Strategic leadership ▪ Chairing taskforce meetings ▪ Link with ACI Executive Sponsor ▪ Conduit to ACI Menopause Project Team 	<p>Time limited for 12 months</p> <ul style="list-style-type: none"> ▪ Advise on strategic direction for 16 new menopause services for women ▪ Links with LHD/PHN/organisation ▪ Leadership for capability development and direction of clinician reference group 	<ul style="list-style-type: none"> ▪ Short term: access expertise to test system scaling ideas ▪ create networking opportunities to share experience of providing and receiving care for capability building ▪ Long term: support innovations and emerging ideas

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Meeting Frequency	<ul style="list-style-type: none"> ▪ Weekly ▪ Face to face and virtual 	<ul style="list-style-type: none"> ▪ Fortnightly ▪ Virtual Microsoft Teams 	<ul style="list-style-type: none"> ▪ Monthly ▪ Virtual Microsoft Teams 	<ul style="list-style-type: none"> ▪ Monthly newsletter update ▪ Clinician Ref Group Quarterly virtual meetings ▪ Consumer Ref Group – as required – virtual meetings
Measures of success	<ul style="list-style-type: none"> • Establishment of Taskforce executive, clinician and consumer reference group ▪ Deliverables achieved on CLTC Workplan (Teams) ▪ Deliverables achieved on Catalyst ops plan 	<ul style="list-style-type: none"> ▪ Agreed workplan and strategic direction August 	<ul style="list-style-type: none"> ▪ Agreed definition and eligibility of access for services ▪ Draft clinical priorities brief September 2022 ▪ Draft organisational model October 2022 ▪ Implementation plan for 16 new services December 2022 	<p>4 virtual meetings supported in:</p> <ul style="list-style-type: none"> ▪ Sept (Menopause where do I start?) during women’s health week 5-11 September ▪ December (topic TBC) ▪ Feb/March (topic TBC) ▪ May (topic TBC)