Introduction
The Technology Clinical Practice Committee (TCPC) and its activities were evaluated in 2008 and 2009. Since then, significant changes that were implemented have not been evaluated. The review of TCPC and its activities from Jan 2014 to June 2015 (18 months) will be undertaken by the Executive Officer of the TCPC.

References
1) The TCPC Terms of Reference, updated March 2015.
2) National Standard 1.1.1: Impact on patient safety and quality of care is considered in business decision making.

Stakeholders
1) TCPC members (Jan 2014 – Jun 2015)
2) TCPC Applicants (Jan 2014 – Jun 2015)

Others Point of Contacts
Monash Health Committees:
- Credentialing Committee (Richard Nasra), HREC (Debbie Dell), Therapeutics Committee (Ian Larmour/Sue Kirsia), Product Evaluation Committee (Kate Potter), OSPEC (Al Saunder)
- Patient Information Approval team
- Department Heads, Monash Health
- CEO, Monash Health

Objective
1) To review the effectiveness of the components in the TCPC system against TCPC’s terms of reference and supporting processes, documents and resources.
2) To identify gaps in current practice so that changes and modifications may be proposed.
3) To develop a cycle for the ongoing review of the TCPC system to achieve continual quality improvement.

TCPC activities
Consolidation of TCPC activities from Jan 2014 – Jun 2015.

Components
- Governance
- Confirmation of credentialing
- Consumer engagement
- Review of patient information
- Patient Information sheet template

Activities
- Transparency/ accountability
- Decision-making
- Terms of Reference
- Reports to EMT and DHS
- CCE Workbook “Finding the Evidence, 2014”
- Templates for Expression of Interest, Review for Reclassification & Change of Use
- Meeting Minutes and Agenda
- Decision Summary (DS) template
- Quality Assurance audit
- TCPC Evaluation

Documents
- Website resources

Short-term
0 – 3 months (Sep – Nov)
Development and implementation of TCPC Evaluation Plan
- Target audience engaged
- Feedback: Survey monkey
- Report on current TCPC activity

Long-term
6 – 12 months (Mar - Aug)
Monitor progress of all TCPC activity including modifications recommended
Ongoing collection of feedback

3 – 6 months (Dec – Feb)
Completion TCPC Evaluation Report
- Feedback analysed (graphs/charts)
- Gaps identified
- Modifications recommended
- Modifications endorsed by TCPC and “rolled out”