

ORCHIDS Workgroup

Charter

Revised: 11/7/06

Purpose Statement

The purpose of the ORCHIDS Workgroup is to represent the diverse viewpoints of MCH programs in all 36 counties across Oregon. The members of the ORCHIDS Workgroup are responsible for representing the viewpoints of not just their own counties, but also of neighboring counties.

Scope of responsibility

The ORCHIDS Workgroup will be responsible for the following:

1. Decide on issues and make recommendations on policies, particularly as related to nurse practice and protocols.
2. Communicate ORCHIDS-related messages to counties state-wide.
3. Garner feedback from counties state-wide.
4. Recommend sign-off on deliverables or at decision points.

Membership

The ORCHIDS Workgroup will be made up of 7 County staff and 4 State staff. There will be representation from at least one urban, one rural, and one frontier county. Both self-automated and non-self-automated counties will be represented. Both nursing staff as well as non-nursing staff should be present. At least one staff from the following four MCH programs should be represented: Babies First!, CaCoon, Maternity Case Management, and Oregon MothersCare.

Members are encouraged to commit to a membership of 1 year.

Frequency

The ORCHIDS Workgroup will meet every two weeks for 2 hours. Meetings will usually be via conference call, interspersed with face-to-face meetings.

Decision making

The ORCHIDS Workgroup will make decisions based on consensus. In cases where consensus cannot be reached, a decision will be made according to majority vote.

Structure

Two state nurse consultants and one manager from the Office of Family Health will attend and facilitate meetings.

Duration

Ongoing.

Self Review

The ORCHIDS Workgroup will review the charter annually. Changes to the charter will be recommended to the ORCHIDS Change Control Board for approval.

Charter Approval

Charter was approved by management and leadership team on October 2006.