

IPAC EASTERN ONTARIO

A Chapter of Infection Prevention and Control (IPAC) Canada

SECTION:	Outreach	ORIGINATED:	2013 June
TITLE:	CAMEROON TWINNING PROJECT	REVISED:	14Aug, 15Mar
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PURPOSE

To assist, share and support infection prevention and control (IPAC) practices and information with colleagues in the Cameroon Baptist Convention Health Board (CBCHB) in order to help improve their IPAC practices and to give IPAC EO members insight into the IPAC practices of low resourced areas of the world.

POLICY

1. IPAC EO will maintain a committee to plan, develop and implement annual goals and objectives for the Cameroon Twinning Project (the '*Project*') and to liaise with Infection Prevention Nurses (IPN) from the CBCHB.
2. A separate bank account will be used to support the *Project*.
3. All financial transactions will be approved by the Committee members.
4. In the absence of sufficient funds, the chapter will consider approval requests for additional funding.
5. IPAC EO will provide the annual IPAC-Canada membership fees for one Cameroon IPN.

COMMITTEE STRUCTURE

1. The committee is chaired by an interested member of IPAC EO, appointed by the Executive.
2. The committee will consist of members of IPAC EO interested in the *Project*.
3. The IPAC EO Treasurer is a member of the committee.
4. There are at least five chapter members on the committee.
5. The IPAC EO President is an ex-officio member of the committee.
6. The chair serves a three-year term commencing in January. The term is renewable.

COMMITTEE FUNCTIONS

1. Hold meetings as required – usually attached to the regular Chapter meetings.
2. Liaise with the IPN(s) and other health care providers in Cameroon for support and problem solving (e.g., email, discussion board).
3. Develop annual goals and objectives for the *Project*.
4. Assist with needs assessments to determine appropriate supplies to be sent to Cameroon.
5. Liaise with other groups interested in assisting with donations.
6. Collect and ship donations of supplies to Cameroon.
7. Coordinates fund raising activities for the *Project*.
8. Monitor finances of Cameroon account.
9. Prepare reports for general meetings.
10. Promote the *Project* through publications, presentations at conferences and information booths at IPAC events.
11. Review Letter of Understanding every 2 years with the CBCHB.
12. Encourage members to travel to Cameroon.

REFERENCES

1. IPAC EO Terms of Reference (<https://eo.ipac-canada.org/photos/custom/PDF/TOR.pdf>)
2. IPAC EO policy 3.1 Nominating Committee (<https://eo.ipac-canada.org/photos/custom/policymanual/3-1%20Nominating%20Committee%202015Sep.pdf>)
3. IPAC EO policy 6.2 Chapter Representation (https://eo.ipac-canada.org/photos/custom/policymanual/6-2_Chapter_Representation_2017Jun.pdf)
4. Letter of Understanding