



## Terms of Reference

### Prophylaxis Committee of the Association of Hemophilia Clinic Directors of Canada

<b>Preamble</b>	Prophylaxis is defined as the regular infusion of clotting factor concentrates in anticipation of and in order to prevent bleeding. This form of therapy is an extremely important form of treatment for individuals with severe bleeding disorders in Canada.
<b>Role</b>	The role of the Prophylaxis Committee is two-fold: First, to continue conducting research in the area of clotting factor prophylaxis for all ages by facilitating long-standing collaborations between Canadian Centres. Secondly, to advise the AHCDC regarding the use of prophylaxis in Canada.
<b>Membership</b>	A minimum of 5 and maximum of 8 AHCDC members who have an interest in and are committed to the roles of the committee.  Representation from Pediatric and Adult Centres.  One Ex-officio members each from physiotherapy (1) and nursing (1) .
<b>Chair</b>	Appointed by the AHCDC Executive initially and subsequently elected by/from the committee membership.
<b>Term</b>	For the first term, 2 committee members will be appointed for a 1 year term, 3 will be appointed for 2 year term and the remainder including the Chair will be appointed for a 3 year term. Thereafter, all members including the Chair will serve a 3 year term and may be re-appointed for a second term.
<b>Meetings</b>	The committee will meet regularly by teleconference at least every 6 months and as needed. The committee will attempt to meet in person annually at the AHCDC AGM. Other communication will be via email. The Chair may call a meeting at any time for urgent business.
<b>Resources</b>	AHCDC will support the cost of teleconferences.
<b>Reporting</b>	The committee will report annually in writing to the membership of the Association and to the Executive for active issues, as needed.
<b>Date of last review</b>	November 2013



## **Membership List (As of November 5, 2013)**

### **Prophylaxis Committee of the Association of Hemophilia Clinic Directors of Canada**

**Chair:** Dr. Shannon Jackson

**AHCDC Members:** Dr. Victor Blanchette (Past-Chair)

Dr. Manuel Carcao

Dr. Robert Klaassen

Dr. MacGregor Steele

Dr. Donald Houston

Dr. Mark Belletrutti

Dr. Christine Sabapathy

**Ex-Officio:** Karen Strike (PT)