



Terms of Reference

Micro-Alert Governance Group

1. Purpose

The purpose of the Micro-Alert Governance (MAG) group is to advise and direct the development, implementation and function of the Micro-Alert System (MAS), ensuring it is consistent with the requirements of participating healthcare facilities and is flexible and responsive to the changing epidemiology of multi-resistant organisms (MROs).

2. Accountability

MAG is a sub-committee of the Western Australian Multi-Resistant Organism (WAMRO) Expert Advisory Group. The role of WAMRO, related to the MAS, is to define the specific MROs and codes for the global MAS and endorse management policy for those MROs. WAMRO reports to the Healthcare Infection Council of Western Australia (HICWA) Executive Committee to the Assistant Director General Public and Aboriginal Health Division (ADGPAHD). The ADGPAHD will decide which issues should be taken to the Departmental Executive Committee; Health Executive Committee other relevant internal or external body.

3. Roles and Responsibilities

- To liaise with users of the MAS (hospital Infection Prevention and Control (IPC) personnel) and the Infection Prevention Policy and Surveillance Unit (IPPSU), on issues pertaining to the MAS.
- To propose and evaluate changes to the MAS in liaison with Health Support Services (HSS).
- To liaise with WAMRO on issues pertaining to MROs that require a micro-alert code.
- To develop standardised rules for the initiation and modification of micro-alerts on the MAS.

4. Meeting Frequency and Modality

The group will meet annually and as required. Meetings will occur via Microsoft Teams or face to face meetings.

5. Notice of Meeting

MAG members will be forwarded an agenda and associated papers at least five working days prior to the meeting.

6. Quorum

A quorum will consist of the Chairperson and at least 50% of the membership.

7. Code of Conduct

7.1 Code of ethics

The MAG will observe and comply with the WA Public Sector Code of Ethics. A copy of this document can be accessed at the public sector [website](#).

7.2 Conflict of interest

Each MAG member must declare any duality of interest in matters of concern to the MAG including

- verbally declare any potential conflicts of interest (COI) at the commencement of each meeting on matters described on the Agenda
- alert the Chair of any potential COI that may arise during a meeting.

7.3 Decision Making

In making recommendations to WAMRO, the Group will aim for a consensus view.

8. Secretariat

Secretarial support will be provided by the IPPSU, including responsibility for collation and circulation of the agenda, related papers and record of meeting. The Chair and the Secretariat will be responsible to promulgate information to the WA health system through established communication networks.

9. Chairperson

The Chairperson shall be elected annually from the membership. If the Chair is unable to attend a meeting he/she will nominate a proxy Chair

10. Membership

10.1 The MAG is to comprise the following representation:

- PathWest Laboratory Medicine WA – Scientist (Chair)
- IP&C staff and/or Clinical Microbiologist/ ID Physician from
 - Royal Perth Bentley Group
 - Fiona Stanley Fremantle Group
 - Sir Charles Gardiner Osborne Park Group
 - King Edward Memorial Hospital
 - Perth Children's Hospital
- Health Service Support (HSS)

- Western Australia Country Health Service IPC representative
- Private Hospital Infection Prevention and Control Specialist
- Secretariat - IPPSU
- Other members may be co-opted as required

10.2 Proxy members

Members are to nominate a proxy to the secretariat if they are unable to attend a meeting. Proxy attendees have full decision-making rights.

10.3 Co-opted Members

Representation may be requested from other specialty services or organisations as co-opted members from time to time.

10.5 Amendments

The Terms of Reference and Membership of the MAG will be reviewed annually and / or as required and endorsed by the HICWA.

10.6 Current Membership

The current membership is listed in Appendix A

11. Version Control

Version	Date	Change
4	05/10/2023	Review of membership.
3	22/9/2016	Review of TOR membership to include SJG Midland, Joondalup and HSS representative (“in-attendance” membership with non-voting rights), co-opt other members as required
2	28/10/2015	Review of TOR and membership to add FSH, separate PMH and KEMH representatives and Fremantle hospital to non-tertiary status. Endorsed by MAG

Version 4: September 2023

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Appendix 1 Current Membership

Name	Position
Peta Perry	Chair, Medical Scientist, PathWest
Dr Penny Clohessy	Infectious Diseases Physician SCGH
Dr Helen Darragh	Microbiology Consultant Pathwest, FSH
Dr Lynette Pereira	Consultant Physician, Infectious Diseases, RPH
Dr Paul Ingram	Consultant Pathologist, FSH
Dr Michelle Porter	Infectious Diseases Physician and Microbiologist, PCH & KEMH
Dr Tammy Wijesuriya	Consultant Microbiologist, FSH
Mary Willimann	IPC Manager, SJG Subiaco, Private sector representative
Kirsty Frie sema	IPC Manager, SJG Midland, Private sector representative
Tara McRaith	CNC IPC, JHC Ramsay, Private sector representative
Lisa Summers	A/Coordinator of Nursing, IP&C, SCGH
Simon Meyer-Henry	Coordinator of Nursing, IP&C, RPH
Danielle Engelbrecht	Coordinator of Nursing, IP&C, CAHS
Natasha Nunes	Coordinator of Nursing, IP&C, FSH
Catherine Jones	CNC, IP&C KEMH
Mandy Pirrottina	CNS, IP&C, Midwest, WACHS
Emily McIntyre	CNS, Southwest IP&C, WACHS
Daphne Gregory	Senior Application Specialist, Business Support HSS
Laura Hall	Team Leader, Application Specialist, Health Support Services
Infection Prevention Policy and Surveillance Unit Members and Secretariat	
Rebecca McCann	Program Manager, IPPSU
Inutu Kashina	Senior Project Officer ICNET, IPPSU
Lisa Nicolaou	Senior Policy Officer, IPPSU
Dr Liana Varrone (PhD)	Program Officer (Data), IPPSU
Olivia Kamau	Program Officer (IPC), IPPSU
Melanie Trainor	Senior Policy Officer