



Professional Responsibility Concern Committee (PRCC)

DATE:

SITE/ LOCATION:

ATTENDEES:

Meeting Agenda/Minutes

- 1.0 Call to Order
- 2.0 Approval of Minutes
- 3.0 Additions to Agenda
- 4.0 Update
 - 4.1 Management - Current Initiatives (Site or Organizational) (e.g. changes to care, quality reports, etc.)
 - 4.2 Update from UNA
 - 4.3 Rumours
- 5.0 Standing Items
 - 5.1 New PRCs
 - 5.2 Action/Monitoring/Evaluation updates from previous PRCs
 - 5.3 Trends**
 - 5.4 PRC Process Check-In
- 6.0 Meeting Recap and clarify key messages, next steps and leads

ISSUE(S)	PRC(s) <i>(attached)</i>	RESPONSE FORM/LETTER <i>(attached)</i>	STATUS:		ACTION:					DISCUSSION:	FOLLOW-UP & NEXT STEPS	
			Resolved	Unresolved	Awaiting Response	Awaiting Information	Further Discussion Required	Evaluation & Monitoring	Advanced		COMMENTS: e.g. escalated to whom/date	LEAD(S) NAME:

Next Meeting: