



Asia Pacific Hospice Palliative Care Network

Communications Committee 21C

Composition and Membership

Chair: Dr Shirlynn Ho
Members: Dr Ednin Hamzah
~~Dr Mandy Parris-Piper~~ Mr Wayne Naylor (*updated 2022*)
Dr Mari Joanne Joson
Ms Trudy Giam

Purpose

The Committee is set up to establish and facilitate communication for the APHN including public relations, promotion & outreach, community networking and advocacy.

Objectives of Committee

1. To ensure that APHN has an effective communication network
2. To promote awareness of the APHN within the palliative care community
3. To gain greater awareness and participation for the APHN initiatives and activities within APHN as well as the external audience.

Terms of Reference

1. To establish an effective information sharing process between APHN, her members and the various stakeholders
2. To establish a set of communication policies and revise it regularly
3. To improve regular communication with AHPN's organizational and individual members
4. To work with the APHN staff in collecting the latest news and developments in the region
5. To work with the APHN staff on initiatives to increase presence in local communities



List of deliverables

1. To review and approve contents on materials to be published (website, social media, newsletter, eHospice)
2. To support the editorial team for the Asia-Pacific Edition of eHospice
3. To compile a resource of communications materials from different sectors and members to support the Asia-Pacific Edition of eHospice
4. To review the role of APHN e-newsletter
5. To draw up the communications and advocacy strategy to increase APHN presence in the region and internationally.
6. To increase submission to the Journal of Palliative Medicine by
 - a. Submitting special interesting issues to the JPM by letters or special reports at least once a year
 - b. Encouraging APHN individual members to submit their academic articles to the JPM via announcing in the APHN e-newsletters

Frequency of meetings

The committee will meet every 2 monthly.

The committee chair is required to submit the minutes of meeting as a report to the Honorary Secretary no later than 2 weeks from the date of the committee meeting.

Terms of reference review

The terms of reference will be reviewed and submitted to the Chairman for approval no later than 3 weeks from the date of the incoming council meeting.