An Overview of the Drug Policy Advisory Committee and a Summary of Its Nomination Process

The Drug Policy Advisory Committee (DPAC) Nominating Committee is seeking nominations for individuals employed in Canadian hospitals to fill one vacancy on DPAC. The deadline for nominations is December 2, 2013. The following is a brief description of DPAC; the terms of reference that provide further information about this committee are available on the CADTH website.

DPAC comprises representatives from the federal, provincial, and territorial publicly funded drug plans and other related health organizations. DPAC provides strategic advice on drug policy issues and drug topics to the Canadian Agency for Drugs and Technologies in Health (CADTH) and its Board. Committee members also facilitate effective jurisdictional sharing of drug policy information.

CADTH is an independent, not-for-profit agency funded by Canadian federal, provincial, and territorial governments to provide credible, impartial advice and evidence-based information about the effectiveness of drugs and other health technologies to Canadian health care decision-makers. Unlike regulators who determine which technologies can be used in Canada, CADTH supports decision-makers in their determination of which technologies should be used to achieve the best outcomes both for patient health specifically and the health care system as a whole. With respect to drugs, CADTH provides formulary listing recommendations to participating publicly funded drug plans, optimal therapy recommendations for use in the Canadian health care system, as well as other information for health care decision-makers.

DPAC

DPAC consists of 17 voting members: 15 are representatives from Canadian jurisdictions, appointed by the jurisdictions, and 2 are non-jurisdictional representatives from Canadian hospitals and regional health authorities (or similar bodies), selected through a nomination process. The committee also includes an observer member from Quebec, representing L’Institut national d’excellence en santé et en services sociaux (INESSS); and an ex-officio member, who is a senior CADTH staff person.

DPAC will meet quarterly. The DPAC Secretariat will endeavour to schedule calls to achieve optimal participation by all DPAC members. Each year, at least one of the meetings may be a full-day, in-person meeting, likely in Ottawa.

DPAC Nomination Process

Non-jurisdictional candidates for DPAC membership may be nominated by anyone in Canada. To help identify a potential non-jurisdictional candidate for DPAC, a list of characteristics is included in the DPAC Terms of Reference, Appendix 1A.
The DPAC Nominating Committee will select a nominee to fill the vacancy. The qualifications of each candidate will be assessed against stated criteria that are consistent with qualifications and requirements included in the DPAC Terms of Reference, and individuals meeting the criteria will be placed on a slate of candidates to fill vacancies. Appointments will be for two years. All nominees will be apprised of the CADTH Board of Directors decisions regarding the appointment of the members to DPAC by February 2014.

**Required Nomination Documents**

Each nominee must provide:

- A signed letter agreeing to allow his/her name to stand for nomination (may be scanned and sent electronically).
- A curriculum vitae (sent electronically).
- A short summary of qualifications and a letter supporting the nomination.

**These Nomination Documents Should be Submitted by December 2nd, 2013 by One of the Following Means:**

email: dpacnominations@cadth.ca
fax: 613-226-5392
mail: Canadian Agency for Drugs and Technologies in Health (CADTH)
865 Carling Avenue, Suite 600
Ottawa, ON K1S 5S8

**Where to Obtain Further Information**

Documents related to the DPAC nomination process and further information about CADTH can be obtained on the CADTH website at: [www.cadth.ca](http://www.cadth.ca) or by emailing dpacnominations@cadth.ca.