

## Role of CADTH Health Technology Expert Review Panel Core Members

The core members of the Health Technology Expert Review Panel (HTERP) will include 1 chair, 1 ethicist, 1 health economist, 2 health care professionals, 1 health technology assessment specialist, and 1 patient member. The role of a core panel member is to:

- Apply standards and a deliberative process to appraise the value of medical devices, diagnostic tests, and clinical interventions based on CADTH health technology assessments or analyses.
- Develop recommendations and guidance related to the appropriate use of medical devices, diagnostic tests, and clinical interventions in Canada, using a multicriteria approach that considers benefits and harms, economic impact, patients' and their caregivers' experiences and expectations, ethical aspects, and environmental, legal, and societal impacts.
- Provide expertise and guidance with respect to tools and strategies that will facilitate the adoption and implementation of a recommendation.
- Promote consistency in the approach to developing recommendations.

### Qualifications

All members, including the chair, shall demonstrate the following qualifications:

- currently not employed by any pharmaceutical or medical devices manufacturer, or related companies
- ability and willingness to comply with CADTH conflict of interest and confidentiality requirements
- availability and commitment of time to prepare for meetings and participate fully in HTERP
- knowledge and understanding of the mandate of CADTH and that of HTERP, including their roles in the health care system
- willingness to work within the defined processes and parameters for reviewing medical devices and diagnostic tests, and surgical, medical, or dental procedures, using a multicriteria approach that considers benefits and harms, economic impact, patients' and their caregivers' experiences and expectations, ethical aspects and environmental, legal, and societal impacts
- experience in committee and/or community work
- ability to communicate effectively
- ability to acquire the information and adopt the skills needed to successfully negotiate important issues
- strong listening skills
- ability to act with integrity, independent of specific interests
- ability to relate to and respect a diverse range of values and beliefs
- ability to gain respect and credibility within a diverse range of stakeholders and the greater public
- ability to work constructively as a member of a team and appreciate the diverse viewpoints and opinions of HTERP members and outside specialist experts.

## Core Member Qualifications

The following additional qualifications apply to all HTERP core panel members other than the patient member:

- HTERP members must hold a degree from a recognized institution in at least 1 of the following or related disciplines: medicine, nursing, pharmacy, bioethics, philosophy, or health economics.
- Health care professionals must have experience in the Canadian health care system; being in active practice and/or having clinical research experience will be considered additional assets.
- Ethicists must have experience with Canadian health care policy and decision-making.
- HTERP members must have an understanding of the procurement and use of health technologies within the Canadian context.

Patient members are not expected to have a clinical or research background; however, they will be required to review and synthesize considerable amounts of information. The primary role of the patient member is to represent the views and values of Canadian patients and caregivers. Patient members do not represent any particular group or organization.

## Patient Member Qualifications

The patient member on the panel represents the patient interest and has some experience as a patient or caregiver and demonstrated interest in issues related to health care at the community, regional, or national level, and ideally has some experience working with committees. The patient member is a full member of the panel with the same responsibilities and expectations and subject to the same terms and conditions as all other members.

## Remuneration

On appointment, HTERP members are eligible to receive the following:

- \$140 per hour for committee-related work, meetings, and preparation for meetings
- \$70 per hour for travel time to committee meetings
- any reasonable travel costs for HTERP meetings, in accordance with the CADTH Travel Policy.

## Time Commitment

The anticipated time commitment of the HTERP members is 1 full day every quarter for meeting participation and 2-3 hour teleconferences during the alternate months, as well as meeting preparation time (this excludes travel time). Approximately half of this time is expected to be spent on preparation in advance of meetings. From time to time, members will be required to travel for meetings, which will take place in Ottawa.

## Term of Appointment

- The appointment will be for a period of 3 years.
- The appointment may be renewed for 1 additional term at the discretion of the CADTH President and CEO.
- The successful candidates will be required to adhere to the CADTH code of conduct.
- Candidates are required to declare any potential conflict of interest, or potential conflict of interest, that might arise in the course of HTERP business.