

Clarity Singapore Limited Mental Health Programmes & Services Committee Terms of Reference

Objective

The objective of the Mental Health Programmes & Services Committee (“Committee”) is to provide guidance on the programmes and services to be provided by Clarity and to ensure that the facilities and services provided by Clarity are in accordance with its charter and meet the professional standards necessary to service its clients.

Composition of Committee

The Chairperson of the Committee shall be a member of the Board. (S)he should be a Psychiatrist, a Medical Doctor or a Clinical Psychologist. The Committee shall consist of at least 3 members, majority of whom shall be members of the Board. The Board will appoint the Chairperson and members of the Committee. Committee members will be appointed for a two-year term and re-appointment will be approved by the Board giving consideration to the need for continuity and periodic rotation of Committee members. Members of the Committee should be familiar with the approaches and operations of the organisation's programmes and services.

Members are to conduct themselves with integrity, act in the best interest of Clarity Singapore and ensure confidentiality of information.

Duties and responsibilities:

1. To ensure that staff of Clarity providing services to clients are competent and professionally qualified to do their job.
2. To ensure that programmes and services provided by Clarity are properly implemented and adequately staffed.
3. To monitor and assess outcomes of existing programmes to ensure they are in line with the vision, mission and objectives of the organisation.
4. To support the Executive Director in evaluating mental health services programmes for the organisation and to provide guidance on new programme development
5. To make themselves available for consultation by any staff of Clarity if they have any difficulties or face any challenges in carrying out their duties or dealing with clients.
6. To review the KPIs or any other requirements proposed by any external agencies collaborating with Clarity.
7. To introduce Clarity to Government health agencies and other medical professionals and assist Clarity in expanding its services to the community at large.

Review of Terms of Reference

The Terms of Reference for this Committee shall be reviewed every two years to ensure its necessity and relevance. The Committee shall recommend amendments to the Terms of Reference to the Board as necessary.