

# **CANN-NET – KNOWLEDGE USER COMMITTEE**

## **TERMS OF REFERENCE**

### **1. PURPOSE**

The CANN-NET Knowledge User Committee will work with the Executive Committee and all of the CANN-NET working committees to guide CANNNET priorities, and to facilitate knowledge translation activities

### **2. DUTIES AND RESPONSIBILITIES**

- To work in partnership with the Guidelines Committee to establish priorities for new CSN guidelines
- To work in partnership with the Knowledge Translation Committee to establish priorities for new Knowledge Translation Activities
- To work in partnership with the Clinical Trials Group to provide feedback on priority areas for new knowledge
- To ensure adequate communication between knowledge users, and the five working committees

### **3. COMPOSITION**

- • Chair Knowledge User Committee
- • Members – Vice Chair
  - between three and five leading Nephrology knowledge users selected based on experience, expertise, and geographic representation
  - CANN-NET Chair (ex officio)
  - CANN-NET Communications / KT manager (ex officio)

### **4. ACCOUNTABILITY**

The Knowledge User Committee is accountable to CANN-NET Executive Committee

### **5. MEETINGS**

- The Committee meets via online meetings, teleconference, email and other available technology
- If the budget permits, the Committee may meet face-to-face biannually with the working committees, knowledge users and partners ideally in conjunction with other meetings

- Minutes shall be kept for all meetings as a record of discussion and action steps

## **6. STAFF SUPPORT**

The Communications / Knowledge Translation Program Manager will ensure that the Knowledge User Committee receives appropriate staff support.