

DEATH NOTIFICATION COMMUNITY OF PRACTICE

Terms of Reference

Mandate

The DN Community of Practice is an information-sharing forum that provides an opportunity to discuss and exchange information in support of the development and continuous improvement of death registration and notification in Canada.

Key Principles

The community of practice will:

- Provide a multi-jurisdictional channel for information sharing and discussions.
- Foster fact-finding, open and collaborative work while respecting the diversity of operational, technological and legal frameworks.
- Aim to identify opportunities for strategic alignment, innovation and long-term sustainability.
- Aim to mitigate the possibility of competing objectives and strategies between jurisdictions.

Objective

Members will share, discuss and collaborate on topics related to death registrations and notifications such as, but not limited to:

- Research and analysis results, trends and gaps;
- Lessons learned, best practices and next practices;
- Data standards, technology and interoperability;
- Risk Management;
- Identity Management;
- Blueprints, roadmaps, ongoing and upcoming initiatives and projects;
- Opportunities for strategic alignment and planning; and
- Opportunities for new partnerships.

Outcomes

The information shared will support the achievement of the following objectives:

- To increase efficiencies and improve service times in the registration of death notices in Canada;
- To facilitate rapid national access to death notifications for eligible federal, provincial and territorial organizations as well as other entities; and
- To improve client service experience for the reporting of deaths.

Membership

Co-Chairs:

Jack Shewchuk
Natalie Tarkpea

Executive Registrar General, British Columbia
Director, Immigration, Refugees and Citizenship Canada

Members:

Name	Organization
Peter Murphy Hussain Mushtaq	Canada Revenue Agency
Bill Danielsen René-Pierre Charron Pierre-Luc Poisson	Service Canada
Valérie Gaston	Statistics Canada
Christine Martin Carol Ann Fleming	Vital Statistics, Newfoundland
Jo-Anne Larsen	Vital Statistics, Prince Edward Island
Krista Dewey	Vital Statistics, Service Nova Scotia
Sterling Brown	Vital Statistics, New Brunswick
Jonathan Boisvert Hugues Doré	Vital Statistics, Québec
Alexandra Schmidt	Vital Statistics, Ontario
Pam Lorentz	Vital Statistics, Manitoba
Charene Kozak Jennifer Lindenbach	Vital Statistics, Saskatchewan
Eileen Joly	Vital Statistics, Alberta
Anna-Marie Headley	Vital Statistics, Nunavut
Jenetta Day	Vital Statistics, Northwest Territories
Karen Carriere	Vital Statistics, Yukon

Meeting Frequency

The DN CoP will meet quarterly via teleconference, once a year in person if possible, and when deemed necessary by the co-chairs. If there is not a sufficient number of agenda items for a particular meeting, it will be cancelled.

Secretariat

Duties will rotate between co-chairs every 6 months.

Updated: 2021-08-16