



# **Scarborough Ontario Health Team (SOHT) Primary Care Network General Membership Terms of Reference (ToR)**

**Last Reviewed: June 2026**

## **1. Purpose of the SPCN**

The SPCN (Scarborough Primary Care Network) is a government mandated body established to connect, integrate, and support primary care providers within the SOHT (Scarborough Ontario Health Team) to improve the delivery and coordination of care for patients. SPCN is a committee of the SOHT and is accountable to the SOHT Collaboration Council (Appendix B for definitions).

## **2. Objective of the SPCN**

Within the SOHT, the SPCN will have two core objectives:

- To organize the local primary care sector in SOHT planning and provide a voice in SOHT decision-making;
- To serve as a vehicle to support the SOHT in the implementation of local and provincial priorities.

## **3. Functions of the SPCN**

The following functions have been identified for the SPCN:

- Connects primary care within Scarborough Ontario Health Team including primary care providers, specialist clinicians, and community services providers
- Serves as a vehicle for information gathering, providing input, and providing the local primary care sector's voice in SOHT decision-making
- Identifies gaps and opportunities in the delivery of local primary care in the SOHT community and attempts to respond to these
- Supports clinical change management and population health management approaches
- Facilitates access to clinical and digital supports and improvements for primary care
- Supports local primary care health human resource planning within SOHT

These functions align with the five (5) PCN functions identified in the "[Primary Care Network in Ontario Health Teams: Guidance Document](#)" released by the Government of Ontario in January 2024.

## **4. SPCN General Membership Eligibility**

The SPCN General Membership includes all individuals actively involved in primary care delivery in the Scarborough region and/or those who provide care to the SOHT's attributed population.

This includes, but is not limited to, family physicians, primary care Nurse Practitioners (NPs), Indigenous/Traditional Healers, physicians with a specialty focus supporting primary care (e.g., pediatricians), registered nurses, registered practical nurses, community paramedics, occupational therapists, physiotherapists, pharmacists, social workers, midwives, patients and clients, their families and caregivers, and administrators.

In the early stages of forming the SPCN, initial membership will include family physicians, community paramedics, Indigenous/traditional leader, physicians with a specialty focus supporting primary care (e.g.,



pediatricians, emergency medicine), client and family advisors, and primary care NPs. At the SPCN maturity, membership will expand to include additional primary care providers from the categories listed above.

## **5. General Membership**

Individuals who meet the membership eligibility criteria and participate in SPCN activities but do not hold a formal position within the SPCN Governance Committee and have decision-making authority.

SPCN will track and confirm membership through a customer resource management tool called FindHealth (Appendix B: Definitions).

## **6. Participation**

Participation in the activities organized by the SPCN is voluntary but strongly encouraged.

## **7. SPCN General Membership Terms**

### **7.1 Member Benefits**

SPCN members have access to shared resources, tools, learning opportunities, and communications related to primary care initiatives, engagement activities, and system planning.

### **7.2 Member Responsibilities**

By joining the SPCN, members agree to:

- Receive SPCN communications; and
- Adhere to the SPCN Code of Conduct.

Failure to adhere to the Code of Conduct may result in removal of SPCN membership.

Code of Conduct: All SPCN General Members are expected to act with integrity, professionalism, and respect, uphold confidentiality, avoid conflicts of interest, and contribute to a safe, inclusive, and collaborative environment (Appendix C: Scarborough Primary Care Network Governance Code of Conduct).



## **Appendix A: Vision and Mission**

### **Vision**

To advance excellence in primary care for everyone in Scarborough by co-creating a system of care that is team-based, integrated, accessible, and equitable.

### **Mission**

Transform Scarborough's health system by uniting primary care to shape the design and delivery of programs and services. Through shared leadership, collective voices, and community partnerships, the Scarborough Primary Care Network (SPCN) aims to promote better health outcomes and positive experiences for all Scarborough residents.



## Appendix B: Definitions

### FindHealth Tool

- FindHealth is an online tool built with and for physicians to share practice information and needs, helping the SPCN and SOHT better understand capacity and connect patients to primary care.

### Primary Care (definition from the World Health Organization)

- Primary care is a model of care that supports first-contact, accessible, continuous, comprehensive, and coordinated person-focused care. It aims to optimize population health and reduce disparities across the population by ensuring that subgroups have equal access to services. There are five core functions of primary care:
  1. **First contact accessibility** creates a strategic entry point for and improves access to health services.
  2. **Continuity** promotes the development of long-term personal relationships between a person and a health professional or a team of providers.
  3. **Comprehensiveness** ensures that a diverse range of promotive, protective, preventive, curative, rehabilitative, and palliative services are provided.
  4. **Coordination** organizes services and care across levels of the health system and over time.
  5. **People-centered** care ensures that people have the education and support needed to make decisions and participate in their own care.
- In Ontario, these principles have been enshrined in the *Primary Care Act, 2025*, which SOHT's PCN commits to observing.

### SOHT Collaboration Council

- The SOHT Collaboration Council is the governing body that sets strategic directions, priorities, and performance expectations in alignment with Ontario Health mandates.

### SPCN Governance Committee

- The SPCN Governance Committee is the governing body responsible for leadership, oversight and decision-making for the SPCN.
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**Appendix C: Scarborough Primary Care Network Governance Code of Conduct**

[Please click here](#) to view the Scarborough Primary Care Network Governance Code of Conduct.

