

Australian Stroke Coalition

National Stroke Rehabilitation Taskforce

Terms of Reference

October 2025

1. Role

The **Australian Stroke Coalition (ASC)** was established by **Stroke Foundation** and the **Australian and New Zealand Stroke Organisation (ANZSO)** in 2008.

The ASC brings together **people from organisations** working in the **stroke field**. This includes:

- state and territory stroke **clinical networks**,
- professional **associations and colleges**, and
- **people with lived experience** of stroke.

ASC members work together to **improve the access to** and **quality** of stroke care.

The ASC has established a **National Stroke Rehabilitation Taskforce (the Taskforce)**.

The Taskforce aims to

- address **critical gaps** in Australian stroke **rehabilitation services**.
- ensure **equitable access** to high-quality rehabilitation for all survivors of stroke.

The Taskforce will develop and implement a **national plan for stroke rehabilitation**. The plan will build on previous and ongoing efforts to improve aspects of care.

2. Governance

The Taskforce is a **sub-committee** of the ASC. Taskforce chairs will report to the ASC.

The ASC will oversee the Taskforce and:

- provide direction and advice,
- ensure ASC's **policies and procedures** are followed (Figure 1).

The Taskforce will establish **working groups** to guide and support activities.

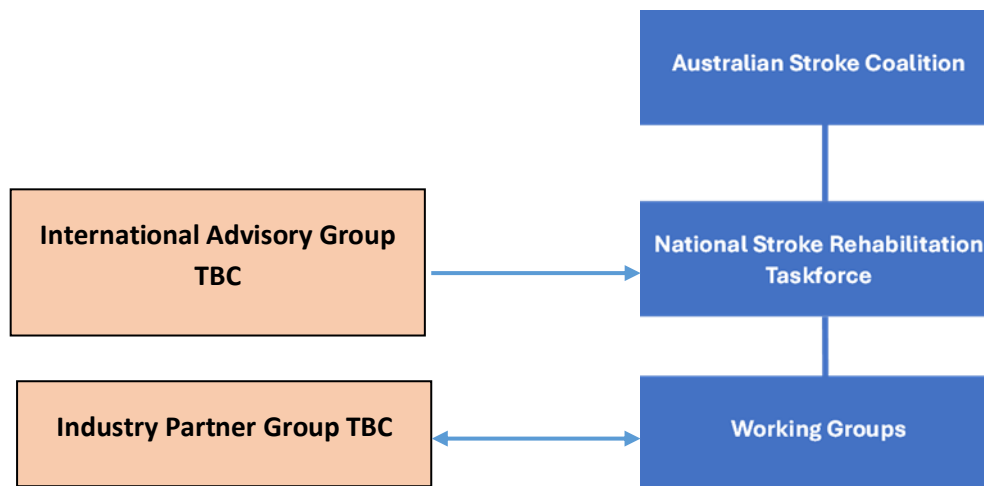


Figure 1. Governance structure of the ASC National Stroke Rehabilitation Taskforce

3. Membership

The Taskforce is made up of people from:

- ASC member **organisations**,
- relevant **peak bodies**, and
- stroke **clinical networks**.

The Taskforce will also include **at least two (2) people with lived experience of stroke**.

Membership is **reviewed every 12 months** (or earlier if needed).

4. Working groups

Working groups will be **established after** the Taskforce has agreed to **priority areas**.

The Taskforce will **invite people to join** working groups based on skills, interests and availability.

Each working group will be **chaired by a member of the Taskforce**.

Members of working groups **do not need** to be members of the Taskforce or the ASC.

A separate **Industry Partner Group** may be established to support the Taskforce.

5. Roles and responsibilities

There will be at least two (2) lived experience representatives who can **provide input into the Taskforce**.

The lived experience representatives are supported by Stroke Foundation.

6. Meetings

The Taskforce will have **two (2) online meetings** and **one (1) in-person meeting** each year.

The **in-person meeting** will:

- include a **hybrid option**. Hybrid means people can join online if needed.
- Ideally be at the same time as a major national stroke conference.

Extra meetings will be decided by members based on project needs.

Agendas will be emailed one (1) week prior to meetings.

Minutes of meetings will be emailed within two (2) weeks of the meeting date.

Please tell the secretary if you cannot attend a meeting.

7. Declarations of conflicts of interest

All members of the Taskforce need to **tell us about any conflicts of interest**.

“Conflicts of interest” are situations where your decisions or actions about the Taskforce may be influenced by **other work, projects or organisations** that:

- **you** are involved with, or
- your **close family or friends** are involved with

8. Confidentiality

Members **agree to maintain confidentiality** of the Taskforce, including **information, documents and data**.

9. Intellectual property

Any content (for example: information, documents, resources, data, branding) **developed as part of the work of the Taskforce** are owned by Stroke Foundation.

10. Authorities and approvals

Members of the Taskforce need to:

- follow Taskforce Publication Guidelines, and
- get approval for use of any **public-facing content**.

The ASC co-chairs and the Taskforce co-chairs are the **key spokespeople** for the Taskforce in the **media and with government**.

Taskforce members may be asked to act as spokespeople, with support available from the Stroke Foundation media team.

11. Payment

Taskforce members can participate as **volunteers (if you do not wish to receive a contribution fee)** or **independent contractors (where you choose to receive a contribution fee)**.

If you choose **to receive a contribution fee**:

- You will need to give us some **information**.
- You may need to **fill in form(s)**.

Any **travel and accommodation** costs will be **reimbursed** for lived experience representatives.