



Committee Terms of Reference

Committee Name: Education

Date: January 15, 2010

Purpose:

Ensure the establishment, regular review and maintenance of core competencies essential for all levels of practitioner. Facilitate member access to CME.

Membership:

Ten committee members are appointed by Council including three council members (one of which must be chair and one must be a public appointee), and seven members of the college. The Executive Director is a non-voting member of the committee. Committee members are appointed for a three year term, renewable once, with the terms of office staggered to ensure continuity.

Members: Bob Fenner, Chair (2008–2011), Brenda Fry (2008-2011), Dan Prefontaine (2008-2011), Kim Johnston (2009-2012), Karen Wallace (2009-2012), Rob Bruce (2009-2012), Kyle Sereda (2009-2012), Teresa Engel (2009-2010), Jennifer Larre (2009-2010), Donna Dohms (2009-2010) and Lily Stonehouse, Executive Director

Responsibilities:

1. Recommend the annual continuing medical education (CME) standards and alternative continuing medical education requirements for all members;
2. Facilitate the establishment and quality assurance of CME programs
3. Review and make recommendations for change to the qualifications for licensure for all members
4. Liaison with training institutions respecting the training of potential members and practicing members.

Priority Deliverables/Tasks for 2008-09:

1. A definition of credit and how to assess CME credits
2. CME requirements for 2011
3. Implement an audit of CME at the Agency level
4. Process for approval of CME curricula proposed by providers
5. Ways to extend member access to CME

Resources:

Expenses of committee members to participate in committee meetings and activities will be reimbursed according to college policy. The Committee may invite people with expertise as needed. However, there are no funds available for honoraria or expenses for those invited. From time to time Council may establish funds to support committee activities.

Accountability:

The Committee may meet as needed at the discretion of the chair or Council and will report in a timely fashion to the Council. The Committee shall abide by College policies and work within the budget provided by Council. Committee members are expected to attend committee meetings and participate in committee activities on a reliable basis. The *Administrative Bylaws* provide a means for removal and replacement of committee members by Council in situations where regular attendance is not maintained.

Authority:

According to the Administrative Bylaws, Section 39.Education Committee

- 39.1 The membership of the education committee shall be:
 - 39.1.1 a member at large of the council who shall be the chairperson;
 - 39.1.2 three members, all of whom shall be appointed by council and broadly representative of a wide range of practice; and
 - 39.1.3 one of the current public appointees from council.

- 39.2 The duties of this committee shall be:
 - 39.2.1 to identify options for council consideration regarding the annual continuing education standard and a continuing education program;
 - 39.2.2 to identify options for council consideration regarding the qualifications for licensure for members;
 - 39.2.3 to identify options for council consideration regarding alternative continuing education requirements for members;
 - 39.2.4 to identify options for council consideration regarding the development, review and administration of the Saskatchewan licensing examination or any other examination;
 - 39.2.5 to identify options for council consideration regarding changes to the annual registration process for members.

At the September 12, 2008, Council meeting, Council established a Special Committee, the Registration Committee, to which it delegated items 39.2.4 and 39.2.5 above. This decision was taken in part to lighten the load on the Education Committee.