



RACP
Specialists. Together
EDUCATE ADVOCATE INNOVATE

Terms of Reference

Faculty Accreditation Subcommittee – Rehabilitation Medicine

**TERMS OF REFERENCE FOR THE ESTABLISHMENT AND MAINTENANCE OF A
SUBCOMMITTEE OF the TRAINING COMMITTEE of the AUSTRALASIAN FACULTY OF
REHABILITATION MEDICINE TO BE KNOWN AS THE FACULTY ACCREDITATION
SUBCOMMITTEE**

Contents

1. INTRODUCTION AND PURPOSE.....	3
2. TERM OF OFFICE.....	4
3. REPORTING.....	4
4. DEFINITIONS	4
5. BY-LAW HISTORY AS FROM 12 APRIL 2019	5

1. INTRODUCTION AND PURPOSE

1.1. The Australasian Faculty of Rehabilitation Medicine (AFRM) Training Committee has established the Faculty Accreditation Subcommittee.

1.2. The Faculty Accreditation Subcommittee has been established to:

- 1.2.1. approve accreditation of AFRM training sites;
- 1.2.2. work collaboratively with the Joint Site Accreditation Committee, Site Accreditation leads, relevant education committees and Specialty Societies to ensure standardisation of accreditation policy and process;
- 1.2.3. recommend site accreditation program and policy change to the Faculty Education Committee and College Education Committee in consultation with the relevant stakeholders.

1.3. The Committee must not:

- 1.3.1. enter into contractual relationships;
- 1.3.2. represent or imply in any way that the committee is a body independent of the College;
- 1.3.3. form policy independent of the College Education Committee.

1.4. Composition of the Committee

The Committee shall have up to 10 members, including:

- 1.4.1. a Chair appointed by the Faculty Training Committee;
- 1.4.2. an elected Deputy Chair;
- 1.4.3. state/branch representative (4);
- 1.4.4. a Paediatric Rehabilitation representative
- 1.4.5. a Rehabilitation Trainee representative;
- 1.4.6. additional non-standing members as required and approved by the Faculty Training Committee (2)

1.5. Meetings

The Committee shall meet up to twice a year face to face with an additional three teleconference meetings if required. Additional meetings require approval from the

Chair of the Faculty Training Committee and the Director of Education, Learning & Assessment.

2. TERM OF OFFICE

- 2.1. Members of the Committee shall be appointed in accordance with the process for the appointment of members to College Bodies as set out in the Governance of College Bodies By-law or any by-law or document that replaces or complements that By-law from time to time.
- 2.2. The term of membership for nominated positions to the committee shall be two years and members are eligible for, but not entitled to, re-appointment for further two-year terms up to a maximum of three (3) two-year terms of continuous appointment.

3. REPORTING

- 3.1. The Subcommittee is a Committee of the **AFRM Faculty Training Committee** and must report to that Committee as required from time to time.
- 3.2. The Committee may make exception reports to the **AFRM Faculty Education Committee** and the **College Education Committee** to address emergent or risk management issues as required.

4. DEFINITIONS

“Board”	means the Board of Directors of the College.
“College”	means the Royal Australasian College of Physicians (ACN 000 039 047), an incorporated body limited by guarantee and includes the Divisions, Faculties and Chapters of the College.
“Constitution”	means the Constitution of the College as amended from time to time.
“Fellow”	has the same meaning as defined in the College’s Constitution, including Honorary Fellows.
“Trainee”	means a person who is undertaking a program of Training approved by the College in order to gain Fellowship or a Diploma.
“Co-opted member”	from time to time a College Body may require the contribution of person who has particular expertise to assist the College Body in its deliberations. To achieve this, College Bodies are able to co-opt members for a specified time or for a specified task.

Approved by **Faculty Training Committee in Rehabilitation Medicine** on **12 April 2019**.

5. By-Law History as from 12 April 2019

Commencement of By-Law		
This By-Law was approved by Faculty Training Committee in Rehabilitation Medicine on 12 April 2019 and commenced on that date.		
Subsequent amendments to By-Law		
Item	Amendment	Commenced