

Chair, Accreditation Committee

1. Introduction

The RACMA (**College**) Accreditation Committee's objectives and responsibilities are outlined in its Terms of Reference.

The Accreditation Committee reports to the Education and Training Committee via its Chair.

2. Tenure and Method of Appointment

The College will call for Expressions of Interest from amongst eligible Fellows for the position of Chair Accreditation Committee. Selection and appointment will be done according to the provisions in the Committee Charter and the Delegations Schedule.

The Chair of the Accreditation Committee will be appointed for three years. The term may be reviewed once by application.

The Chair of the Education and Training Committee will review the performance and achievements of the Accreditation Committee and its Chair.

3. Eligibility

The Chair must:

- a) be a RACMA Fellow for at least 5 years unless exceptional qualifications and experiences apply.
- b) be of good standing with the College
- c) have prior experience on an accreditation committee, within a Specialist Medical College, government agency or health setting.

4. Role responsibilities

4.1 Chair meetings of the Accreditation Committee

With the support of the Accreditation Committee and the College office,

- 4.2 oversee the recruitment and training of members of panels that report to the Accreditation Committee, such as survey panels.
- 4.3 make accreditation-related decisions on behalf of the College in line with the Delegations Schedule.
- 4.4 oversee the assessment and management of risks relating to the accreditation of training posts.
- 4.5 represent the Accreditation Committee in relevant internal and external forums relating to the accreditation of training posts.
- 4.6 keep abreast of changes in the accreditation regulatory environment and the Specialist Training Program.

- 4.7 oversee the development and review of policies and procedures for ongoing improvement relating to the accreditation of training posts and the specialist training program.

5. Key relationships

Education and Training Committee (ETC)

- 5.1 The Chair reports to the ETC and is a member of the ETC.

Jurisdictional Coordinators of Training (JCT)

- 5.2 The Chair interacts with the Jurisdictional Coordinators of Training in each jurisdiction to discuss issues, policies and recommendations relating to the accreditation of training posts.

Training Progression Committee (TPC)

- 5.3 The Chair is a member *ex officio* of the TPC.

College Office

- 5.4 The Chair works closely with the College office to achieve the responsibilities of this position and those of the Accreditation Committee.

External to the College

- 5.5 Monitor the external environment to keep abreast of current thinking and regulatory changes in accreditation on training posts
- 5.6 Participate in any multi college activities or committees or organisation (or delegate responsibility for same) regarding accreditation of training posts in the broader context for the medical community as a whole.

6. Delegations

The delegations to the Chair of the Committee are detailed in the Delegations Schedule.

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