

FSRH Assessment & Curriculum Committee Terms of Reference

Please note these Terms of Reference must be read in conjunction with the FSRH General Committee Terms of Reference

Background	To be a standing committee of the Council of the FSRH, and called “Assessment & Curriculum Committee”. The primary role of the committee is to support the Specialty Advisory Committee (SAC) in maintaining a high quality curriculum and effective assessment processes within the Community Sexual and Reproductive Health (CSRH) specialty training programme. It will also have a subsidiary role to provide advice and support to the assessment processes for other FSRH qualifications.
Reporting Mechanism	The committee reports directly to the Specialty Advisory Committee (SAC) and then to Education Strategy Board (ESB). (The Chair and other members will attend SAC/ESB as necessary). The Committee is accountable to the FSRH Council, and reporting to Council will be via the SAC and ESB.
Reporting Committees	<ul style="list-style-type: none"> ▶ No other committees report directly to Assessment and Curriculum Committee. ▶ Trainee input is via the trainee representative member and trainer input is via the Vice-president (Specialty).
Objectives	<ul style="list-style-type: none"> ▶ Be responsible for the regular, systematic review of all the modules of the curricula for CSRH. This will be part of a continuous feedback mechanism from trainers, trainees, patients and others. ▶ Respond to requests for elements of the curriculum to be changed in accordance with changes in UK practice. ▶ Ensure that all elements of the CSRH curriculum are internally coherent and consistent with the Matrix of Annual Expectation of Educational Progression ST1 to 6 in Community Sexual and Reproductive Health. ▶ Provide the evidence of review and quality control required by the General Medical Council (GMC). ▶ To be cognisant of the standards as defined by the GMC and any requirements for plans to any revised curricula. ▶ Review and make improvements to the assessment tools that are to be used against the competencies described in the curriculum. ▶ Offer generic support and suggestions to General Training Committee on the assessment tools used in other FSRH qualifications. (NB this would not affect the reporting streams and authorisation pathways for General Training). ▶ Work with other FSRH committees - especially the Exams Committee and the Special Skills Module (SSM) Group - and take guidance from SAC and ESB to ensure coherent development of both curriculum

	<p>content and assessments in use (and in development) across the FSRH and maintain an integrated approach across all aspects of the curriculum and programme.</p> <ul style="list-style-type: none"> ▶ Work with others outside FSRH committees, including the RCOG, RCGP and others to develop congruence of elements of the curricula, and trainee assessments where this is feasible and desirable.
Membership of AAC	<p>Membership will include;</p> <ul style="list-style-type: none"> ▶ the Chair, who will be appointed from those who are (or have recently been) Educational Supervisors or Training Programme Directors. ▶ all the Module Guardians for the CSRH Curriculum ▶ the trainee representative to SAC ▶ the Patient/Public Perspective representative to SAC ▶ Expert(s) on assessment and curriculum development – co-opted when necessary ▶ Director of Education/Deputy CEO
Method of working	<ul style="list-style-type: none"> ▶ FSRH Committee Terms of Reference April 2015 will apply. ▶ The Committee will propose actions to be taken and send proposals to the SAC and/or ESB for ratification, prior to submitting any change requests to the GMC. ▶ The Committee will be supported by the Specialty Officer overseen by the Director of Education who will attend meetings when requested/required.
Chair	<ul style="list-style-type: none"> ▶ The appointment of ACC chair will be by open advertisement with a job description and person specification followed by election ▶ The ACC chair will normally serve for a 3-year term, with option to serve a second 3-year term, subject to the agreement of the FSRH Officers.
Attendance	<ul style="list-style-type: none"> ▶ The ACC meets quarterly per annum. ▶ It is important for members to be engaged with the work of ACC. If a member is not able to attend either in person, via a deputy or via teleconference, s/he is expected to read the papers, and comment on them as appropriate.
Voting at meetings	<ul style="list-style-type: none"> ▶ Only committee members are permitted to vote at meetings. Votes will be carried by a simple majority with a quorum of 50%.