

The Faculty of Sexual and Reproductive Healthcare Specialty Advisory Committee Terms of Reference

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

Background	The Specialist Advisory Committee (SAC) is a committee of the Faculty of Sexual and Reproductive Healthcare (FSRH). The role of SAC is to contribute to the development of specialist training policy as it affects the specialty and the delivery of specialist training to standards set by FSRH and the General Medical Council (GMC).
Reporting Mechanism	Education Strategy Board
Reporting Committee	Assessment and Curriculum Committee
	<ul style="list-style-type: none"> ▶ To oversee the monitoring, revision and updating of the CSRH specialty training curriculum, taking account of developments in the specialty and the needs of patients, services, trainees and educators. (and based on the work of the CSRH Assessment and Curriculum committee). ▶ To quality assure the standards for training and assessment in the specialty as set by the GMC. To participate in the CCT (and CESR-CP) process; including recruiting and supporting trainees, monitoring their progress (including monitoring ARCPs and making recommendations to the GMC for the award of CCT/CESR-CP). ▶ To contribute to the quality management of postgraduate training, liaising between Local Education Training Boards (LETBs) and FSRH and facilitating the provision of external advice for training programmes. ▶ Review applications for approval from both new training centres and where there are changes to existing training centres - giving recommendations accordingly. In certain circumstances this can be done by Chairs action and ratified at the following SAC meeting. ▶ To oversee production of the annual specialty report (ASR) to the GMC (including a summary of notable practice and key issues) and based on examination results, external reports and specialty reports from Educational Supervisors/Training Programme Directors. ▶ To work closely with other organisations (LETBs, other Royal Colleges and Faculties and Specialist Societies) in relation to training issues and workforce planning and recruitment.

<p>Membership of SAC</p>	<p>Membership of SAC, with the exception of the Chair, is based upon defined roles and so tenures for the committee members will depend upon their roles (see below re tenure for Chair).</p> <p>MEMBERSHIP will consist of</p> <ul style="list-style-type: none"> ▶ The Training Programme Director (TPD) from each LETB who will represent their respective LETB (and when unable to attend the TPDs will nominate someone to represent them). An Educational Supervisor will be co-opted if none of the TPDs has this role in addition ▶ Trainee representative(s) (Maximum two) ▶ Patient/public involvement representative(s) (Maximum two) ▶ The Postgraduate Dean for CSRH (or deputy) ▶ Chair of CSRH Assessment and Curriculum committee ▶ FSRH Officer representation from the Vice President (Specialty) ▶ External representation will be co-opted as required (e.g. cross representation with other Royal Colleges, other SACs, SAS Doctors).
<p>Chair</p>	<ul style="list-style-type: none"> ▶ The appointment of SAC chair will be by open advertisement with a job description and person specification followed by election ▶ The SAC 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.
<p>Attendance</p>	<ul style="list-style-type: none"> ▶ The SAC meets quartly per annum. ▶ It is important for members to be engaged with the work of SAC. 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.
<p>Voting at meetings</p>	<ul style="list-style-type: none"> ▶ Only committee members are allowed to vote at meetings and will be carried by a simple majority with a quorum of 50%.

Last updated: May 2018