

Professional Development & Practice Committee

Organisation, Remit & Terms of Reference



1. Mission 2018 - 2020

To provide governance, structure and standards for Surgical Competence Assurance and Professional Development in Ireland.

2. Terms of Reference:

The remit and terms of reference for the Professional Development Committee are outlined as follows:

- To oversee and comply with the requirements contained within the arrangement arising from Section 91 (4), Medical Practitioners Act, 2007 between the Medical Council and RCSI for the establishment and operation of Professional Competences Schemes (s) under Section 91 (2), Medical Practitioners Act, 2007.
- Oversee the provision and implementation of activities for maintenance of Professional Competence which addresses the Domains of Good Professional Practice (Medical Council 2010) such as online activities / skills courses etc. This will allow Registered Medical Practitioners to easily and effectively plan their professional development activities to meet PCS requirements.
- Facilitate acquisition of required credits by Registered Medical Practitioners and document CPD activities in an appropriate database
- Oversee the approval of educational events which take place in Ireland and are organized specifically for the purposes of External CPD credits.
- Ensure RCSI compliance with national, European or international legislation relating to surgical competence assurance and/or professional development including but not limited to;
Part 11, Medical Practitioners Act 2007 “Maintenance of Professional Competence”
- Oversight of RCSI Policy and Processes to support surgical re-skilling and remediation
- Liaise with relevant Government bodies on all matters relating to surgical competence assurance and/or professional development;

- Receive reports from national, international or intercollegiate bodies/committees relating to surgical competence assurance and/or professional development;
- Recommend representatives to the Committee of Surgical Affairs for national, international or intercollegiate bodies/committees relating to surgical competence assurance and/or professional development on behalf of RCSI;
- Oversee the governance and standards, in conjunction with the Advisory Committee in Emergency Medicine, for the Professional Competence Scheme in Emergency Medicine;
- Oversee College professional development meetings & events including but not limited to the Millin and Charter Day meetings;
- Advise Council, through the Committee for Surgical Affairs and/or Surgery & Postgraduate Faculties Board, on matters of national and institutional importance, as may arise in relation to competence assurance and professional development;
- Carry out such tasks as may be required by the Council, the Surgery & Postgraduate Faculties Board and the Committee for Surgical Affairs.

3. Reporting Structure:

The Professional Development & Practice Committee will report to the RCSI Committee for Surgical Affairs (CSA) on a bi-monthly basis. A summary of key issues will be sent to the CSA together with full minutes of each meeting. The CSA will in turn report any matters of national/ institutional importance to the Surgery & Postgraduate Faculties Board and / or Council.

4. Membership:

The membership of the Professional Development Committee is listed in table 1 below. Membership will be renewed every two years. The Committee may, at its discretion, co-opt additional two or three members with an interest in the area of continuing professional development.

Table 1: Membership – Professional Development

Role	Representative	Sept. 2018– June 2020
Chairman	Council	Professor Simon Cross
Dean Professional Development & Practice	Management	Professor Sean Tierney
Ex-officio President	Council	Mr Ken Mealy
Ex-officio Vice President	Council	Professor Ronan O'Connell
Elected Member of Council	Council	Mr Paul Redmond
Elected Member of Council	Council	Ms Margaret O'Donnell
RCSI representative on Medical Council	Council	Professor John Hyland
Managing Director of Surgical Affairs	Management	Mr Kieran Ryan
Associate Director, Surgical Affairs	Management	Mr Pdraig Kelly
Manager, PCS	Management	Ms Marie O'Boyle

		Mr Hossein Javadpour (Cardio) Mr Stephen Kieran (ENT) Mr W Robb (General Surgery) Mr Ciaran Bolger (Neurosurgery) Mr P O'Ceallaigh (OMFS) Dr M Hillery (Ophthalmic) Professor A Mortell (Paediatrics) Mr P Carolan/Dr L Nolan (Sports & Exercise Medicine) Mr F Dowling (Trauma & Orthopaedics) Dr P Eadie (Plastics) Mr James Forde (Urology) Mr T Moloney (Vascular)
Surgical Specialty Representation	Specialty	
Representation from the IAEM	Emerg. Medicine	
Two or three Co-opted members who have an interest in the area from time to time		

5. Meetings:

Meetings will be scheduled to take place every two months on a Tuesday at 5.00pm in the Royal College of Surgeons in Ireland.

Provisional dates for forthcoming year have been arranged as follows:

The quorum for meetings is five (5) nominated members. In the absence of the Chairman at any meeting the most senior member of Council present may act as Chair.

6. Operational Relevance/Impact:

The Professional Development & Practice is cognisant of operational, administrative and financial implications of decisions taken in respect of surgical competence assurance and professional development and will report budgetary/resource requirements to the Surgical Affairs Committee for action with management.

7. Secretariat:

Chairman: Professor Simon Cross, Member of Council
Secretary: Professor Sean Tierney
Administrator: Ms. Ger Conroy

8. Revision & Renewal of Terms of Reference:

This document will be reviewed and refined on an **annual basis prior to the June meeting of PDC.**

Professional Development & Practice Committee. Chairman: Professor Simon Cross

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