



CLINICAL COMMITTEE Terms of Reference

Purpose:

The Clinical Committee provides oversight for the Society's professional activities and products related to continuing professional development (CPD).

Functions:

- Identify and prioritize critical care topics that need to be addressed by CPD activities.
- Design, implement, and evaluate CPD strategies/activities that advance critical care practices in Canada.
- Develop and advise on methods to evaluate the effect of CPD strategies/activities on important educational process and outcome measures related to critical care.
- Identify funding opportunities for CPD research.
- Support/endorse joint critical care CPD programs with other organizations or programs according to predefined criteria.

Accountability:

- Copies of all correspondence and minutes from this committee to the Board.
- Before dissemination to general membership, all documents from this committee to be reviewed by the CCCS Executive.
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Membership:

- Members to be recruited by an open letter to the membership of the CCCS and CCCTG.
- Membership should be balanced by geographic region whenever possible, and there should be at least one member of the committee that is in community practice.
- Size of committee, including the Chair, to be limited to 5-8 individuals.
- Chair to be chosen by the CCCS Executive.

- Term of membership and chair: 3 years, staggered.

Voting:

In general, consensus will be sought. If required, voting may occur. The majority will carry the vote. In case of a tie, the Chair will break the tie.

Communication:

Communication between committee members will occur electronically, by teleconference or in person on quarterly basis, to review on-going projects. Minutes of the meetings will be provided by the Chair and reviewed by the CCCS Board of Directors. Quorum will be 50%.