



The Royal College of Physicians and Surgeons of Canada  
Le Collège royal des médecins et chirurgiens du Canada  
774 promenade Echo Drive, Ottawa, Canada K1S 5N8  
Office of Education Bureau de l'éducation

## *Specialty Committee Terms of Reference*

### **Role:**

Specialty Committees are established for every specialty and subspecialty recognized by the RCPSC. The role of a Specialty Committee is to advise on specialty-specific content issues (eg., standards, credentials, evaluation and accreditation).

### Specialty Committees:

- advise the Committee on Specialties and report on matters including review of specialty/subspecialty status, and review of applications for recognition of a new specialty/subspecialty;
- advise the Accreditation Committee on matters including the basic accreditation requirements, applications for accreditation of new programs, assessment of pre-survey questionnaires and recommendation of accreditation status;
- advise the Credentials Committee on matters including the Objectives of Training and minimum training requirements for the specialty/subspecialty and assessment of individual credentials;
- advise the Evaluation Committee on matters including the format of the examination and examination board appointments;
- advise other Committees of the College such as the Executive Committee, Regional Advisory Committees and the Biomedical Ethics Committee on matters relevant to the specialty;
- revise specialty specific documents as needed;
- liaise with the National Specialty Society on educational issues and collaborate to ensure the sustained health of the discipline.

Generally, committee members should possess the following key competencies:

- RCPSC fellow in good standing
- Certification and clinical and educational expertise relevant to the specific specialty/subspecialty.

The usual term of office is one two-year term, renewable twice.

### **Responsibility and Authority:**

Specialty Committees are monitored by the Committee on Specialties and ultimately report to the Education Committee in matters related to the specialty or subspecialty.

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**Composition:**

The nucleus group consists of up to seven members: the Chair, Vice-Chair, and one member selected to represent each of the five geographical regions in Canada as specified in the bylaw (Bylaw No. 14, Article 10.1.2). In specialties where there is a related stream (eg., pediatric), the Committee will also include at least one representative with relevant knowledge and expertise. Nucleus members may play an additional role to that of regional representative (eg., pediatric, observer from the National Specialty Society, etc.). The practice of including one member in full-time community practice is strongly encouraged.

The Committee also includes:

- Ex-officio Members: The Chairs of the English and French examination boards for the specialty/subspecialty; the Chair of a parent specialty (for subspecialties) or other related disciplines;
- Observers: Representatives from the National Specialty Society, a professor's association, or any outside organization;
- Corresponding Members: Residency Program Directors and/or additional regional representation, community based members, etc.

**Meetings:**

Each Specialty Committee must meet at least once per year.