

Division:	Fellowship Engagement	Ref. No.	TOR-3136
Department:	Professional Standards		
Title:	Renewal of Endoscopist Skills and Training Program (REST) Working Party		

1. PURPOSE AND SCOPE

These Terms of Reference establish the Renewal of Endoscopist Skills and Training Program (REST) Working Party.

2. KEYWORDS

Endoscopy, Gastroenterology, Colonoscopy, Peer Support, Remediation.

3. BODY OF POLICY

The REST Working Party is responsible for providing recommendations on a framework and implementation plan for a pilot colonoscopy peer support program in Australia and Aotearoa New Zealand.

3.1. Duties and Responsibilities

The REST Working Party is tasked with developing a framework for presentation to the Surgical Gastrointestinal Endoscopy Committee. Their duties and responsibilities will include:

- 3.1.1. Review evidence on contemporary clinical peer support programs
- 3.1.2. Engage with key stakeholders including surgical specialty and sub-specialty groups, hospitals and area health networks and regulatory agencies (where appropriate)
- 3.1.3. Develop a procedural and policy framework, guidelines and evaluation tools
- 3.1.4. Administer and oversee a pool of peer reviewers
- 3.1.5. Establish and execute a communication plan and evaluation of the pilot

3.2. Powers

The REST Working Party will have powers to make recommendations to the Surgical Gastrointestinal Endoscopy Committee in relation to the establishment and implementation of a Colonoscopy Peer Support Program pilot.

3.3. Composition and Size

Membership of the REST Working Party will consist of:

- 3.3.1. Chair, Surgical Gastrointestinal Endoscopy Committee (SGEC)
- 3.3.2. NZCCRTGE Representative to SGEC
- 3.3.3. AUCCRTGE Representative to SGEC
- 3.3.4. RACS Council Representative to SGEC
- 3.3.5. CCSANZ Representative to SGEC

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- 3.3.6. Surgical Advisor, Aotearoa New Zealand
- 3.3.7. Executive Director for Surgical Affairs (Australia)
- 3.3.8. Two Fellows, including at least one working in rural or remote surgical endoscopy

In Attendance:

- 3.3.9. Manager, Professional Standards
- 3.3.10. Executive Officer, Professional Standards (Secretariat)

The Chair of Professional Standards and Fellowship Services Committee and Chair Professional Standards Committee may attend at any time.

The working party may co-opt other Fellows as required to ensure appropriate representation.

Representatives to the working party will be confirmed by the Professional Standards Committee (PSC). A Chair for the working party will be nominated by the SGEC to PSC.

3.4. Meetings

The working party shall convene as required to facilitate review of development of the colonoscopy peer support program.

3.5. Quorum

A quorum shall be a voting majority of the membership of the working party.

3.6. Accountability and Reporting Structure

The REST Working Party will report to the SGEC.

4. ASSOCIATED DOCUMENTS

Approver Professional Standards Committee
Authoriser Professional Standards Committee

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