1 PURPOSE AND SCOPE

This document establishes the terms of reference for the Building Respect Improving Patient Safety Operational Group.

2. KEYWORDS

Building Respect Improving Patient Safety, Operational Group.

3. TERMS OF REFERENCE

3.1 Objectives

The Building Respect Improving Patient Safety Operational Group is responsible for monitoring the implementation of the Building Respect Improving Patient Safety: From Awareness to Action plan in Australia and New Zealand. The Action Plan will guide the work of the Operational Group.

3.2 Duties and Responsibilities

3.2.1 To monitor the implementation of the Building Respect Improving Patient Safety Action Plan (2022).

3.2.2 To champion initiatives across all relevant RACS portfolios, specialty societies and specialty training boards/committees in accordance with the Building Respect Action Plan (2022) and associated work plans.

3.2.3 To liaise and support RACS portfolios in the development and implementation of relevant policies and procedures.

3.3 Powers

The Building Respect Improving Patient Safety Operational Group will make recommendations to the Council in relation to the objectives, duties and responsibilities listed above.

3.4 Composition and Size

Membership shall comprise:

3.4.1 President (ex officio)

3.4.2 Vice President (Chair)

3.4.3 Chair, Professional Standards and Advocacy Committee

3.4.4 Censor in Chief

3.4.5 Expert Community Advisor

3.4.6 Two Councillors nominated by the Chair

3.4.7 Chief Executive Officer

3.4.8 Executive General Manager, Education Development and Delivery

3.4.9 Executive General Manager, Education Partnerships

3.4.10 Executive General Manager, Fellowship Engagement

3.4.11 Executive Project Lead, Building Respect Improving Patient Safety
Representatives of key stakeholder groups such as RACSTA, Women in Surgery, Surgical Directors Section, Indigenous Health Committee, SIMG, OWR committee, BSET to be invited on an as needed basis.

3.5 Tenure of Appointment
Tenure of the Operational Group members will be for 12 months.

3.6 Meetings
The Operational Group shall convene at least five meetings within a 12-month period either by videoconference or face-to-face when the opportunity arises.

3.7 Quorum
A quorum shall be a simple voting majority of the membership of the Operational Group.

3.8 Accountability and Reporting Structure
The Building Respect Improving Patient Safety Operational Group will report to the Council through the Vice President.

4. ASSOCIATED DOCUMENTS
Report, Recommendations and Action Plan

Approver – Authoriser: Council