

Division:	Fellowship Engagement	Ref. No.	TOR-3024
Department:	Fellowship Services		
Title:	Reconciliation Action Plan Implementation Group		

1. PURPOSE AND SCOPE

The purpose of this policy is to define the Terms of Reference for the **Reconciliation Action Plan (RAP) Implementation Group**.

2. KEYWORDS

Reconciliation Action Plan, Aboriginal, Torres Strait Islander, Indigenous Health, Terms of reference, Implementation Group.

3. BODY OF POLICY

The RAP Implementation Group consists of Royal Australasian College of Surgeons (RACS) staff members (based in Australia) to contribute to the development of the RAP as approved by Council.

3.1. Objectives

- 3.1.1. To oversee and coordinate the implementation of the strategies and actions identified in the RAP and as approved by Council.
- 3.1.2. To profile reconciliation through engaging staff, Fellows, trainees and IMGs in reconciliation activities.
- 3.1.3. To monitor progress and report to FSC and Reconciliation Australia via the Indigenous Health Committee.

3.2. Duties and responsibilities

- 3.2.1. The RAP Implementaiton Group has responsibility to:
 - a. Meet regularly to coordinate the implementation of the RAP.
 - b. Engage staff, Fellows, Trainees and IMGs.
 - c. Communicate progress towards reconciliation.
 - d. Report to the Indigenous Health Committee, Reconciliation Australia and FSC as required.
 - e. Review and refresh the RAP based on learnings, challenges and achievements

3.3. Membership

- 3.3.1. Chair – Director, Fellowship and Standards.
- 3.3.2. Executive Director of Surgical Affairs (Australia).
- 3.3.3. Director, Relationships and Advocacy.
- 3.3.4. Manager, Fellowship Services.
- 3.3.5. Senior Project Officer, Fellowship Services.
- 3.3.6. Representatives from each Division and/or Regional Office (Including NZ Regional Office as appropriate).
- 3.3.7. Indigenous Health Committee Secretariat.

3.4. Meetings

- 3.4.1. A quorum of the RAP Implementation Group is 50% of the membership

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3.4.2. The RAP Implementation Group to meet quarterly, or as required

3.5. Accountability

The RAP Implementation Group is accountable to the Indigenous Health Committee.

4. ASSOCIATED DOCUMENTS

4.1. RACS Reconciliation Action Plan 2016-2017

4.2. RACS Health Action Plan 2014-2016

4.3. RACS Position Paper Indigenous Health

5. COMMUNICATION

The most recent version of the policy will be available on the RACS website.

Approver Professional Development and Standards Board

Authoriser Council

Approved by Director, Fellowship and Standards

Document Owner Manager, Fellowship Services

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