

Division:	Research, Audit and Academic Surgery	Ref. No.	REA_AUD_010
Department:	Australian and New Zealand Audits of Surgical Mortality		
Title:	Western Australia Audit of Surgical Mortality (WAASM) Management Committee Terms of Reference		

1. PURPOSE AND SCOPE

This policy defines the structure and scope of the Western Australia Audit of Surgical Mortality (WAASM) Management Committee. As a fellowship based organisation, the Royal Australasian College of Surgeons commits to ensuring the highest standard of safe and comprehensive surgical care for the community we serve through excellence in surgical education, training, professional development and support.

2. KEYWORDS

WA, Audit, Australasian, Mortality

3. BODY OF POLICY

The College Council, in 2004 endorsed coordinating the bi-national roll out of Audits of Surgical Mortality. To ensure appropriate governance, standardization and consistency WAASM is a component of a bi-national approach and is a member of the Australian and New Zealand Audit of Surgical Mortality Management Committee (ANZASM) which assists in managing and coordinating the roll-out and maintenance of the audits. WA Department of Health provides funding for the WAASM project, and has representation on the WAASM Management Committee.

This Management Committee will monitor the structures and processes involved in the WAASM quality assurance activity.

3.1 WAASM Management Committee

- Will oversee the Audit’s contractual services.
- Is responsible for the endorsement of the publications of all reports generated by WAASM.
- Will discuss the future direction of the project and the related requirements for such matters.
- Will determine a response to any serious issues identified relating to inappropriate or inadequate practice and indications of major system issues as allowed by QP legislation.
- Will report to ANZASM Steering Committee
- Will review regular reports to DHS
- Aim for 100% participation compliance. One mechanism is mandating of audit through CPD.

3.2 Membership

Members of the WAASM Management Committee:

- RACS – WA State Chair or Representative of Regional Committee
- Surgical Specialty Representatives – the number and specialty being determined by local conditions
- WAASM Clinical Director (Chair)
- Two (2) WA Department of Health and Human Services representative
- Consumer representative (maximum two)

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POLICY

ROYAL AUSTRALASIAN COLLEGE OF SURGEONS

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- One (1) registered and practicing surgeon, nominated by RANZCOG to represent RANZCOG participating surgeons
- One (1) Anaesthetist nominated by the Australian and New Zealand College of Anaesthetists and appointed to the committee by the Chairperson
- By invitation, other people with relevant expertise to attend meetings for the purpose of providing expert advice
- In attendance - Project Staff from WAASM, WA Department of Health representatives (maximum of two) and ANZASM (non – voting membership)
- WAASM project staff will provide secretarial support and services to the Committee.
- Membership will be on an ongoing basis for a period of up to three years with ability for two further periods of three years.

3.3 Meetings

The WAASM Management Committee will meet at least every 6 months. Meeting dates will be determined in advance and agendas will be available at least three business days prior to meeting. Minutes will be available within five business days of meeting. The meetings will be tape recorded and the record destroyed once the minutes of a meeting are approved.

4. PROCEDURES

4.1 Access

College staffs (including Fellows and Trainees) have access to this policy.

4.2 Communication

The WAASM Committee members will be notified of any changes to this policy via mail or email.

Approver CEO
Authoriser Council

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