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Australasian Faculty of
Rehabilitation Medicine

Terms of Reference

Faculty Training Committee – Rehabilitation Medicine

**TERMS OF REFERENCE FOR THE ESTABLISHMENT AND MAINTENANCE OF A
COMMITTEE OF THE AUSTRALASIAN FACULTY OF REHABILITATION MEDICINE
EDUCATION COMMITTEE TO BE KNOWN AS THE FACULTY TRAINING COMMITTEE
– REHABILITATION MEDICINE**



CONTENTS

1. INTRODUCTION AND PURPOSE.....	3
2. TERM OF OFFICE.....	4
3. REPORTING.....	4
4. DEFINITIONS.....	4



1. INTRODUCTION AND PURPOSE

1.1. The Australasian Faculty of Rehabilitation Medicine (AFRM) Education Committee pursuant to its terms of reference has established the Faculty Training Committee – Rehabilitation Medicine.

1.2. The Faculty Training Committee – Rehabilitation Medicine has been established to:

- 1.2.1. assess eligibility and approve entry into the training program;
- 1.2.2. monitor and assess individual trainee progress in Rehabilitation Medicine;
- 1.2.3. monitor training of, and provide support to, supervisors in Rehabilitation Medicine;
- 1.2.4. assess recognition of prior learning (RPL);
- 1.2.5. monitor and review training program requirements, assessment and curricular in Rehabilitation Medicine in consultation with relevant stakeholders and recommend changes to the College Education Committee, via the AFRM Education Committee;
- 1.2.6. modify training requirements for individual trainees, as appropriate, in accordance with College policies and procedures;
- 1.2.7. assess and provide advice on speciality recognition in Rehabilitation Medicine for Fellows who have not completed the training program; and
- 1.2.8. advise on support and development for trainees.

1.3. The Committee must not:

- 1.3.1. enter into contractual relationships;
- 1.3.2. represent or imply in any way that the committee is a body independent of the College;
- 1.3.3. form education policy independent of the College Education Committee.

1.4. Composition of the Committee

The Committee shall comprise up to 11 members selected by expressions of interest. The members shall include:

- 1.4.1. a Chair appointed by the Faculty Education Committee;
- 1.4.2. an elected Deputy Chair;
- 1.4.3. a member who is allocated responsibility for New Zealand interests;
- 1.4.4. a member who is allocated responsibility for Site Accreditation;
- 1.4.5. a Rehabilitation trainee, or an alternate approved by the committee.

Members may have multiple responsibilities.

1.5. Meetings



The committee shall meet face to face twice annually with an additional two teleconference meetings if required. Additional meetings require approval from the Chair of the Faculty Education Committee and the Director of Education.

1.6. Subcommittees

1.6.1. The FTC will establish the following standing Committees to consider the relevant issues in more detail:

1.6.1.1 the AFRM Accreditation Sub-committee.

2. TERM OF OFFICE

2.1. Members of the Committee shall be appointed in accordance with the process for the appointment of members to College Bodies as set out in the Governance of College Bodies By-law or any by-law or document that replaces or complements that By-law from time to time.

2.2. The term of membership for nominated positions to the committee shall be two years and members are eligible for, but not entitled to, re-appointment for a further two year term up to a maximum of three (3) two year terms of continuous appointment.

3. REPORTING

3.1. The Committee is a Committee of AFRM Education Committee and must report to them as required from time to time.

3.2. The Committee may make exception reports to the AFRM Education Committee or College Education Committee to address emergent or risk management issues as required. The Committee should also report to the Adult Medicine Division in relation to confirmation of FRACP requirements.

4. DEFINITIONS

“Board” means the Board of Directors of the College.

“College” means the Royal Australasian College of Physicians (ACN 000 039 047), an incorporated body limited by guarantee and includes the Divisions, Faculties and Chapters of the College.

“Constitution” means the Constitution of the College as amended from time to time.

“Fellow” means a Fellow of the Faculty of Rehabilitation Medicine.

“Trainee” means a person who is undertaking a program of Basic Training or Advanced Training approved by the College in order to gain Fellowship of the Faculty of Rehabilitation Medicine.

Approved by **Faculty Education Committee** on **24 February 2015**.



By-Law History as from 24 February 2015		
Commencement of By-Law		
This By-Law was approved by the Faculty Education Committee on 24 February 2015 and commenced on that date.		
Subsequent amendments to By-Law		
Item	Amendment	Commenced
1.2	Removal of FTC confirming completion of training requirements to progress to Fellowship; as this is now confirmed by the AFRM Education Committee.	<i>1 June 2017</i>
1.6.1	Inclusion to confirm that the FTC has oversight over the Accreditation Sub-committee	<i>17 May 2018</i>