



Joint Specialty Committee on Medical Oncology

Terms of Reference

This is a standing committee established jointly between the Royal College of Physicians of London and the Association of Cancer Physicians. It replaces the previous College Committee. The joint committee is advisory rather than executive and has accountability to each of its parent bodies. In terms of accountability to the College, it reports to Council through the Medical Specialties Board.

The Committee is established to advise its parent bodies, or other organisations on their behalf, on matters of mutual interest. These will include:

- workforce and training
- setting national standards and agreeing joint guidelines and policy statements*
- drawing up specifications for clinical governance in relation to the practice of the specialty
- developing and extending service review
- continuing professional development for the specialist, including, if necessary, acute and general internal medicine
- reviewing issues around health inequalities at each meeting
- any other specific matter of particular relevance to a specialty
- advice to College or other Working Parties.
- receiving documentation from the Patient Safety Committee, and any issues that arise should be fed back to the patient safety committee.

*In dealing with these issues the Committee will restrict its advice to the context of England, Wales and Northern Ireland. The contribution of any Scottish representative on the committee is welcomed, but the Scottish Colleges are not involved in joint ownership or sending items of business direct to the committee.

The Committee may liaise with other organisations as appropriate to share or obtain advice. However the Committee, or any of its members, may not make any public statement or approve any published materials in its own name or that of its parent bodies, except with their approval.

Frequency of meetings

The Committee will meet three times a year.

Constitution

Chair

The office of chairman will rotate between the College and Society. The relevant body will appoint when it is their turn, always with the proviso that this is a joint committee, so there must be agreement and mutual respect. Either body will have the right to object in extremis.

The chairman's term of office will be for at least two years, but no more than four.

Membership

Each parent body will nominate its own representatives. Neither party should be seen to be prescriptive about the other's nominees, although wherever possible College nominees will be members of the specialist society, and specialist society nominees will be Members or Fellows of the College.

Individual members' terms of office will be for at least two years, but no more than four.

Membership will include, unless specifically agreed otherwise:

- At least two senior College representatives
- At least two senior representatives from the Association for Cancer Physicians (e.g. President and Secretary, or equivalent)
- Vice president for clinical oncology, Royal College of Radiologists
- One representative of the RCP New Consultants Committee
- Two trainee representatives from the ACP
- The chairman of the relevant SAC
- A single Scottish College representative
- Two representatives from the Patient and Carer Network

Last review: June 2016

Next review: ASAP