

## **QUALITY ASSURANCE AND CLINICAL GOVERNANCE COMMITTEE**

### **TERMS OF REFERENCE**

#### **Purpose**

The committee will be a multi-professional, multi-specialty group set up to provide professional advice on how to achieve effective high quality practice in urodynamics. The committee will give guidance on curricula for training in urodynamics, define standards and promote delivery of best practice in urodynamics.

The committee will also provide support and advice on quality assurance and clinical governance issues on behalf of UKCS when collaborations are forged or input required

#### **Accountability**

The Quality Assurance and Clinical Governance committee will be accountable to the UKCS Urodynamics Joint Committee

#### **Membership**

The suggested membership includes at least 2 representatives from each of Urology, Urogynaecology and the nursing profession. Other professional groups may be represented as felt appropriate.

Mr Joe Jordan has been invited to act in a consultative role for the committee. Other specialists may be co-opted onto the group for specific educational objectives; this would be in a defined role for a specific period.

Discussions within the group would remain confidential until agreed and circulated for wider public consultation.

#### **Term of membership**

Nominations will be received from the UKCS membership at the Annual General Meeting. Proposed membership should be for a period of 3 years, renewable for a further 3 year term. Each member will be required to show continued active involvement in the committee on an annual basis. A Chairperson and Vice-chair will be elected from within the membership for a term of office of 2 years. The Chair would represent the committee in an executive role on UKCS.

#### **Terms of reference**

The purpose of the Quality Assurance and Clinical Governance committee is to:

1. Promote best standards of practice in urodynamics.
2. Define standards in best practice benchmarking in urodynamics.

3. Design auditable methods of assessment of best practice in urodynamics.
4. Establish a quality assurance programme in accordance with standards and methods for assessment of good urodynamic practice.
5. Promote a common curriculum for training of professionals undertaking basic and advanced urodynamics, as specified in the Joint Statement on Minimum Standards for Urodynamic Practice document
6. Establish entry criteria for enrolment on a register of professionals designated as having successfully completed a training programme in urodynamics.
7. Liaise with the Education and Certification committees to establish criteria for preceptorship in urodynamics.
8. Establish professional guidance on maintaining and updating practice in urodynamics.
9. Liaise professionally with the Post-graduate Medical Education and Training Board, Royal College of Obstetricians & Gynaecologists, Royal College of Surgeons, Royal College of Nursing, Chartered Society of Physiotherapists and other relevant professional organisations whose membership undertake urodynamics.
10. Liaise with the Education committee and Certification committee as appropriate

### **Frequency of meetings**

Most of the communication would be through e-mail and teleconference. It is proposed that the group will meet twice in a year, once at UKCS and once at a mutually convenient time and place.

### **Quorum**

50% of the membership would constitute a quorum provided 2 of the main disciplines are represented.