JOINT SPECIALTY COMMITTEE for
ACUTE INTERNAL MEDICINE

TERMS OF REFERENCE

This is a standing committee established jointly between the Royal College of Physicians of London and the Society for Acute Medicine. The joint committee is advisory rather than executive, and has accountability to each of its parent bodies. In terms of accountability to the RCP, it reports to Council through the Medical Specialties Board.

Terms of Reference

The committee is established to ensure an effective working relationship between SAM and the RCP. It will also 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
- acting as a conduit for information relating to consultations in acute medicine, both from the RCP and from external stakeholders
- developing and extending service review
- continuing professional development for the specialist, including general medicine if necessary
- discussing relevant ethical issues and ensuring equality and diversity in committee activities
- any other specific matter of particular relevance to a specialty
- advice to College or other Working Parties
- highlighting ongoing projects of mutual interest
- discussing topical or political issues that affect healthcare

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.

* The Committee, or any of its members on its behalf, 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.
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CONSTITUTION

Chairman

The office of chairman will be held by a senior officer of the Society for Acute Medicine. 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. No party should be seen to be prescriptive about the others’ nominees, although wherever possible RCP nominees will be members of the specialist society, and specialist society nominees will be Members or Fellows of the College.

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

Membership will comprise, unless specifically agreed otherwise:

- Two senior RCP representatives
- Two specialty representatives from the RCP
- Two senior representatives from the Society (e.g., President and President Elect or alternates)
- One representative of the RCP New Consultants Committee
- One trainee representative from the Society
- One trainee representative from the RCP
- The chair of the relevant Specialty Advisory Committee
- Two representatives of the RCP Patient & Carer Network
- A single devolved nations representative

Where possible one of the RCP representatives should come from a District General Hospital.

The Royal College of Physicians welcomes and actively seeks to recruit people to its activities regardless of race, religion, ethnic origin, disability, age, gender and sexual orientation. The RCP aims to reflect the diversity of its members in all its committee, senior roles and staff in general. The diversity of the specialty will be considered in determining appointments.

Last review: May 2021

Next review: May 2022