



# Joint Specialty Committee for Infectious Diseases

## Terms of Reference

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This is a standing committee established jointly between the Royal College of Physicians (RCP) and the British Infection Association (BIA). 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. This committee will not advise the RCP on training in infection as this is within the remit of the Specialist Advisory Committee (SAC) for Infectious Diseases. Liaison as appropriate will occur with the SAC.

The committee is established to advise its parent bodies, or other organisations on their behalf, on matters of mutual interest. This will include the following broad concerns regarding infectious diseases;

- supporting and promoting the coordinated national management of new outbreaks
- promote education and advise across the healthcare setting
- considering the global remit of the RCP and relevant international strategies

Also; the following specific issues:

- workforce and training, especially the needs of consultants, specialty doctor and associate specialists (SAS)
- setting national standards and agreeing joint guidelines and policy statements
- drawing up specifications for clinical governance in relation to the practice of infectious diseases
- continuing professional development for the specialist, including general medicine, if necessary
- advice to RCP, or other working parties
- specifically advising the RCP on the following key areas of infectious diseases and liaising with specialist societies; including but not exclusively the following areas:
  - Antimicrobial resistance, healthcare associated infections and antimicrobial stewardship
  - Bone and joint infection
  - General infectious diseases
  - Hepatitis
  - HIV, sexually transmitted infections and genito-urinary medicine
  - Immunisation
  - Influenza and other emerging respiratory viruses (eg SARS, MERS-CoV)
  - Outpatient Parenteral Antimicrobial Therapy
  - Tropical diseases
  - Tuberculosis
- To provide the RCP with responses to consultations and requests for nominations from specialist societies, guidelines (including NICE), the NHS and government.
  - To provide liaison between the RCP, specialist societies and relevant health bodies of England, Wales and Northern Ireland

- liaison with other relevant colleges and college bodies eg the Royal College of Pathologists, Royal College of General Practitioners, Royal Pharmaceutical Society and the Faculty of Public Health
- developing proposals for working groups to take forward key actions and work on specific key areas and making bids for resources and support through relevant procedures
- any other specific matter of particular relevance to Infectious Diseases.

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 observer 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 (eg BSAC, HIS, IPS, RSTMH) 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 up to 3 times a year.

### **Review**

The Terms of Reference should be reviewed biennially.

## **Constitution**

### **Chair and Honorary Secretary**

The offices of Chair will rotate between the Royal College of Physicians (RCP) and the British Infection Association (BIA). 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. An honorary secretary may be appointed from the membership of the committee.

The chair's and honorary secretary's terms 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 RCP nominees will be members of the BIA, and BIA nominees will be members or fellows of the RCP, though additional specialist organisations and other healthcare professionals may, with agreement, also be invited to working groups to assist inter-professional working.

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

In joining the committee, members are asked to attend all meetings, wherever possible. The chair and committee manager may implement periodic reviews of attendance and set a minimum attendance figure in this respect.

Membership will include:

- Two senior RCP representatives (the president and registrar will alternate attendance)
- President and Secretary of the British Infection Association (or alternative nominees)
- Five specialty representatives from the RCP, representing the following key areas:
  - Antimicrobial resistance, healthcare associated infections and antimicrobial stewardship
  - General infectious diseases/ Tuberculosis/ Bone and Joint Infection
  - HIV, Sexually Transmitted Infections and Genito-urinary Medicine, nominated by the JSC Genito-urinary Medicine
  - Hepatitis and other viral infections
  - Tropical Diseases
- One representative of the RCP New Consultants Committee
- One trainee representative from the British Infection Association
- One representative from the British Infection Association representing Workforce and Training or Guidelines
- One representative from the RCP representing Academic Infectious Diseases
- The chair of the Specialist Advisory Committee (SAC) for Infectious Diseases and Tropical Medicine
- National clinical director for infectious diseases/Clinical Reference Group (CRG) chair
- UK Health Security Agency chief medical advisor or delegate
- One representative of the United Kingdom Clinical Pharmacy Association (UKCPA)
- One representative of the Healthcare Infection Society
- One representative of the RCP Patient and Carer Network
- One representative of the RCPATH and nominated alternate
- A single Scottish College observer (who will receive papers and attend usually by teleconference)

The Vice President of the BIA may be co-opted for the second year of his/her vice presidency. In nominating members, both the RCP and the BIA will bear in mind the need to have proper representation from across all care settings.

**Support and expenses**

The RCP will provide meeting rooms and a committee manager to support the JSC for up to 3 meetings per annum.

Parent bodies will pay the travel costs of their representatives.

**Review**

The Constitution should be reviewed at least biennially.

**Last review:** September 2022

**Next review:** September 2024

*The RCP positively encourages applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, transgender status, religion or belief, marital status, or pregnancy and maternity.*

*The RCP is all about our people – our members, our staff, our volunteers and leaders. We educate, influence and collaborate to improve health and healthcare for everyone and know we can only do this by being inclusive, encouraging and celebrating diverse perspectives. That’s why welcoming and having people who represent the 21st-century medical workforce and the diverse population of patients we serve is so important to us.*