

## Terms of Reference

### Standards Committee

#### **Preamble:**

The Standards Committee has been convened on behalf of the CSAM board and membership to address issues of concern to the society and its membership with respect to standards of practice.

#### **Purpose:**

The purpose of the committee is to advocate the ongoing development of “Best Practices” in addiction medicine.

This will be accomplished through:

- Establishing minimum criteria for training and education for physicians in addiction medicine. This would not include the delivery of such training.
- Establishing standards of clinical practice for physicians-in-training and for those practicing addiction medicine
- Evaluating and reviewing, as requested, training for physicians in addiction medicine to ensure they meet set minimum criteria for Certification with CSAM.
- Advocating for the establishment of specialty status in Addiction Medicine with the Royal College of Physicians & Surgeons & with the College of Family Physicians of Canada
- Producing Public Policy Statements related to standards of practice as required on an ad hoc basis, and ensuring said statements remain current
- Engaging in two way communication with CSAM board and membership to ensure all involved are aware of changing issues with respect to standards.

#### **Membership:**

The committee will consist of a Chair that is a member of the CSAM Board, and a minimum of four members. Chair and members must be CSAM members and CSAM Certificants with a minimum of five years of recognized leadership in the field. Terms of membership are subject to periodic review and Board approval.

#### **Frequency of Meetings:**

The committee will meet on an ad hoc basis by teleconference and 1 “in person” to coincide with the annual CSAM Scientific Meeting. Members are asked to commit to participate in a minimum of 50% of the teleconferences and to attend the “in person” meeting.

#### **Decision Making Process:**

Consensus. In the exceptional circumstance where consensus is unachievable, decisions will be decided by majority vote (50% + 1)

#### **Reporting Process:**

Committee will report on its activity regularly at board meetings and at the CSAM annual general meeting.