



## **ALARM COMMITTEE**

### Terms of Reference

**PURPOSE** To oversee the content and process of an advanced labour risk management course offered by the SOGC for maternity care providers.

#### **OBJECTIVES**

1. To ensure that the content of the ALARM course is updated from information submitted by the Obstetrical Content Review Committee.
2. To ensure that the process of the ALARM Course, including all plenary and workshop sessions and all evaluation instruments, is consistent with sound learning and teaching principles.
3. To ensure standardization of the Course content and process, to ensure consistency among courses offered regardless of the date/place of the course.
4. To review and revise the content of the Instructors' manual.
5. To train the ALARM faculty. The committee is responsible to oversee Faculty compliance with the standardization of the Course material and delivery format.
6. In consultation with National Office, to set the annual calendar of ALARM Courses to be offered, and to approve any requests for additional courses.
7. To liaise, through the Chief Executive Officer (CEO) of the SOGC, with other similar courses offered, including International ALARM and the MORE<sub>OB</sub> program. The ALARM committee has no direct responsibility for or authority over those or other programs of the SOGC.
8. To ensure courtesy to and inclusiveness of all maternity care providers including Obstetricians, Family Physicians, Midwives, Nurses, and trainees in these programs.

#### **COMMITTEE COMPOSITION**

- Two Co-chairs (one OB/Gyn and one of the following FP, RN or RM)
- OB Members (one from each of the 5 regions)
- One Associate RN
- One Associate RM
- Associate MDs (one from each of the 5 regions)

**MEETINGS** The committee will hold a minimum of one face-to-face meeting, which will normally take place during the Society's Annual Clinical Meeting. There may also be several teleconferences during the course of the year. These are to be called by the Chair/Co-Chair.

**COORDINATOR** SOGC Staff