



Clinical Gynaecology Committee

Terms of Reference

PURPOSE To serve as an Expert Strategic Advisory Group to the SOGC and its members on issues pertaining to Gynaecology.

OBJECTIVES

1. To advise the SOGC and its members on scientific, clinical, educational, and professional matters in the field of Gynaecology.
2. To provide an expert voice to the SOGC, representing members in the field of Gynaecology.
3. To suggest topics and faculty for SOGC CME conference programs and workshops in the specialty area.
4. To collaborate with other Society committees on issues of mutual interest, including Clinical Practice Guidelines.
5. To provide recommendations to the SOGC's Guideline Management Oversight Committee on topics, priorities, and authors for Clinical Practice Guidelines in the field of Gynaecology.

COMMITTEE COMPOSITION

The Committee will be composed of Obstetricians/Gynaecologists with demonstrated and established expertise in the field. Those from other professions will be engaged when required for specific expertise, on an *ad-hoc* basis.

The committee will be composed of those with relevant expertise from the following specialties/sub-specialties (3 representatives per area except for the co-chairs):

- General Gynaecology
- Paediatric and Adolescent Gynaecology Specialist
- Urogynaecology Specialist
- Reproductive Endocrinology and Infertility Specialist
- Infectious Disease Specialist
- Gynaecologic Oncology Specialist
- Minimally Invasive Surgery Specialist
- Community Practice

Co-Chairs (elected from within the Committee each co-chair would be from a different specialty area and region)

Membership should be broad-based and reflect the diversity of the country and practice. Strong consideration will be given to representation from each of the 5 SOGC regions (West: BC/AB, Central: MB/SK/NT/YN, Ontario/NU, Quebec, Atlantic: NB/NS/PE/NL).

TERMS 3 years, renewable once, staggered (Co-Chairs: 5 years, non-renewable, staggered)

QUORUM Quorum is defined as 50% + 1 of committee members.

REPORTING The committee reports to the Guideline Management Oversight Committee through the Committee Co-Chairs.

DECISION PROCESS



While all reasonable efforts to reach consensus will be made, if voting is required 50% + 1 of attending committee members will constitute a majority.

MEETINGS

The Committee should hold one face-to-face meeting, if feasible, and several videoconferences as determined by the Chair (suggested minimum is three).

The activities of the committee will take place on an ongoing basis throughout the year.

Committee work is anticipated to range from 10-60 hours/year.

Members are expected to attend 75% of the meetings.

EXPECTATIONS

- Members must be an SOGC member in good standing.
- Members must attend 75% of the committee meetings.
- Members must be actively practicing in Canada or within 2 two years of clinical practice.

COORDINATOR SOGC Staff