

## Advanced Clinical Practitioner – Professional Development Post Credentialing Short Life Working Group

The ACP-PDPC SLWG has the following terms of reference:

### Remit

- To develop recommendations for Council regarding the professional development requirements of ACPs post credentialing. The recommendation will aim to:
  - Promote patient safety
  - Assist in the development of sustainable careers
  - Support the retention of ACPs in the emergency care workforce
  - Maximise retention of ACP as RCEM associate members and an income stream.
- To engage the ACP associate membership and stakeholders in the development of the recommendations

### Membership

- Two representatives from ACP Forum who will act as Chair and Vice-Chair
- Education Committee Representative
- CPD Subcommittee Representative
- Curriculum Subcommittee Representative
- ACP Credentialing Subcommittee Representative
- E-portfolio Representative
- ACP Associate Members (Max of Two)
- Deputy Chief Executive
- Lay member
- The Chair may co-opt from time to time, representatives from other groups or lay personal representative.

The Dean, Dean- elect and Chair of the Training Standard Committee Chair have offered support to this SLWG. They will be kept apprised of the progress of the SLWG via records of meetings and their expertise and guidance sought when required.

The Chair and Vice Chair will be nominated by ACP Forum Chair from members of the ACP Forum elected representatives.

### Meetings

Meetings are held at least three times a year. Where possible these meetings should be by teleconferencing.

The ACP-PDPC SLWG reports to the Education Committee. The Chair of the meeting shall make appropriate arrangements for keeping records of the meetings.

The quorum shall be 3 Members.

## **Conducting Business**

Business will be conducted in accordance with the Royal College of Emergency Medicine's General Terms of Reference.

## **Dissolution**

This SLWG will be dissolved following the acceptance of agreed recommendations to Council.

## **Financial Implications of the SWLG Business**

This SWLG is unlikely to require any significant funding. There may be the requirement for a small amount of administrative time support to organise meetings and to create records of meetings. It is possible that there may be some travel expenditure if members are required to attend College meetings, but as earlier stated, meetings will be via teleconferencing where possible.