

Portfolio	Education	Ref. No.	ETA-SET-040
Team:	Surgical Training		
Title:	Board of Otolaryngology Head and Neck Surgery Terms of Reference		

1. PURPOSE AND SCOPE

The purpose of this policy is to define the terms of reference for the Board of Otolaryngology Head and Neck Surgery and its subsidiary committees. The Board of Otolaryngology Head and Neck Surgery has been delegated the powers required to exercise responsibility for the regulation and delivery of the Surgical Education and Training Program in Otolaryngology Head and Neck Surgery.

2. KEYWORDS

Responsibilities, Composition, Powers, Quorum, Governance and Education Committee Chair or representative

- c. NSW/ACT/NT Training Committee Chair or representative
- d. QLD Training Committee Chair or representative
- e. SA Training Committee Chair or representative
- f. VIC/TAS Training Committee Chair or representative

TERMS OF REFERENCE**ROYAL AUSTRALASIAN COLLEGE OF SURGEONS**

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- 3.4.2. The Board Executive may meet in person, by teleconference or vote on propositions electronically.
- 3.4.3. The quorum of the Board Executive is three (3) members.
- 3.4.4. The Board Executive shall exercise such powers as delegated by the Board.
- 3.4.5. Decisions of the Board Executive shall be made by a majority of the membership. In the event of a tied vote, the Chair shall have a casting vote.

3.5. Powers and Composition of the Regional Training Subcommittees of the Board of Otolaryngology Head and Neck Surgery

- 3.5.1. The regional subcommittees of the Board are comprised of the Surgical Supervisors of accredited training posts in the designated region. A Chair is elected by and from the membership of the regional committee.
- 3.5.2. Powers of the Board are:
 - a. review of the clinical assessment of trainees
 - b. recommendations of rotation status to the BOHNS
 - c. referral of issues to the BOHNS.
- 3.5.3. The NZ Training Subcommittee is delegated t

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- 3.7.2. Board members are recommended to become members of the Academy of Surgical Educators (ASE) to assist acquiring ongoing development as an educator.

4. ASSOCIATED DOCUMENTS

There are no associated documents with this policy.

5. COMMUNICATION

The most recent version of the policy will be available on the RACS website.

Approver Education Board
Authoriser Council