

# THE COLLEGE OF EMERGENCY MEDICINE

## CLINICAL EFFECTIVENESS COMMITTEE

### Safer Care Subcommittee

#### Terms of reference

##### Objectives

1. To develop and disseminate patient safety and risk management strategies for the speciality of Emergency Medicine
2. To commission and support research in conjunction with the Research and Publications Committee in the field of safety in the emergency department
3. To advise the NHS, DOH, CQC, the Royal Colleges and other national bodies who have an interest in risk management and patient safety in Emergency Departments
4. To ensure members are informed in a timely manner of key publications and resources for patient safety
5. To develop and maintain the patient safety section of the College website

##### Membership

- The Chair of the safer care subcommittee will be a current consultant in emergency medicine with a demonstrable interest in patient safety and risk management. Applications will be invited by the College of Emergency Medicine, and the most suitable applicant will be recommended by the Clinical Effectiveness Committee and appointed by the College Council. The chair will have a term of 3 years, which is renewable for a further three years by mutual agreement with the Clinical Effectiveness Committee.
- 4 - 10 co-opted members, who have specific expertise to bring to the committee. These co-opted members may include doctors in training, nursing or other representatives, as well as consultants in Emergency Medicine. Co-opted members will have a term of 3 years, which is renewable for a further 3 years at the discretion of the Clinical Effectiveness Committee.

#### Responsibilities

- Chair of the Safer Care Subcommittee
  1. Attend CEC meetings at least 3 times per year.
  2. Chair subcommittee teleconferences or face-to-face meetings at least 4 times per year.
  3. Co-ordinate the development and dissemination of best practice in the implementation of evidence-based patient safety strategies for the speciality of Emergency Medicine.
  4. Provide verbal and written reports to CEC.
  5. Regular communication with Chair of CEC and CEC administrator.
  6. Liaise with NPSA and other bodies as appropriate.
- Co-opted members
  1. Work with the subcommittee to improve Patient Safety in Emergency Departments.
  2. Try to attend at least one full CEC meeting per year.
  3. Participate in 2 or more teleconferences or face-to-face meetings of the subcommittee per year.