



Quality Assurance Committee Terms of Reference

Mandate:

To administer and monitor the Quality Assurance Program (QAP) prescribed in regulations, and to evaluate Continuing Education activities for credit assignment. The Committee also administers the Peer Assessment Component of the QAP and carries out other duties as assigned by the Board.

Membership:

The committee consists of 5 members: 1 appointed board member, 1 elected board member and 3 registrants.

Nature of Committee Work:

One component of the work is of a “discussion/conceptual” nature, relating to development and maintenance of a comprehensive QAP. Previous involvement with quality assurance is an asset, but not required. Another component is evaluation of the Continuing Education Credit value of Quality Assurance Activities. The last component is responsibility for Remediation of Remarks of a Sexual Nature. It must notify the inquiry committee when it is believed that situations listed in the Health Professions Amendment Act, 2003 section 26.2(3) exist.

Reporting Relationships:

Committee makes independent decisions within its mandate, and prepares regular and annual reports to The Board.

Time Commitment:

Staff Support:

Registrar and Manager of Quality Assurance

Resource Materials:

Committee Correspondence
Committee Resource Materials Binder
Quality Assurance Program documents and criteria

Statutes:

BC Health Professions Act, 1996
Opticians Regulations, 2002
COBC Bylaws, 2006
Standards of Practice, 2004

There are funds available for training relating to the nature of the Committee’s work, and members are encouraged to submit their training proposals to the Board of Directors for approval.