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**FACULTY LEADERSHIP:**

Professional Affairs and Safety Committee (FICMPAS)

**COMMITTEE AIMS & OBJECTIVES**

The Committee coordinates and oversees the Faculty’s focus in the areas of:

* Patient safety
* National standards
* Provision of services, including GPICS
* Cross-organisational consensus statements
* Clinical quality
* Revalidation
* Consultations and contributions to guidelines
* Legal and ethical matters (conducted through the Committee’s Legal & Ethical Policy Unit)

**Confidentiality:** Members of the Committee should observe total confidentiality with respect to any discussions or papers considered confidential or sensitive, except where disclosure has been formally permitted.

**THE ROLE & YOU**

**Terms of Office:** The term of office for Committee members is three years. Second terms are at the discretion of the Faculty Board.

**Person Specification:** We have a number of positions available. Those eligible must meet the following essential criteria:

* Be a Fellow, Member, ACCP Member or registered trainee of the Faculty of Intensive Care Medicine in active practice
* Have a demonstrable interest and some experience in the Committee’s focus areas as above.

It is recommended that potential Committee Members discuss their appointment with hospital colleagues and senior management, to ensure they can dedicate the appropriate time to the role.

**SUPPORT**

On beginning your appointment you will join the Committee, some of whose members have been in post for over three years. They will support you from your first meeting and throughout the first year. The Committee is a positive and open work environment and the FICM Secretariat will be on hand to support you as you join and with any subsequent workflow.

**RESPONSIBILITIES**

* Committee Members are expected to attend all meetings.
* Members are expected to take an active part in the work of the FICMPAS, including:
* Taking part in committee discussions (in person and by email).
* Taking responsibility for workstreams and projects.
* Attending other events (i.e. guideline development meetings) to do with the committee’s work.
* Reading all relevant written and online materials that are sent to members.
* Producing research or written documents from time-to-time including contribution to the FICM newsletter, *Critical Eye*, and the Faculty website.
* Committee members may also be asked to represent the Faculty on external bodies such as the GMC, Partner Colleges or the Academy of Medical Royal Colleges.

**MEETINGS**

* Typically, meetings take place quarterly.
* There will be a combination of virtual and in-person meetings. This will be specified in advance.
* Travel expenses are reimbursed subject to the expenses policy.
* Members may not send delegates to attend in their place.

**Disclosure of interest:** All Members should disclose to the Chair any relevant conflicting interest of any kind (financial or otherwise) arising in relation to any item on the agenda.

**Meeting arrangements**

* Copies of the Agenda and accompanying papers will be sent to Committee

members in advance.

* Members can request the Chair to add items to the agenda in advance of the meeting.
* All members are encouraged to speak freely and contribute to the discussions.

**Calendar**

**Thursday 9 March 2023** – 2pm-4pm – *via Microsoft Teams*

**Friday 9 June 2023** – 10am-12pm – *via Microsoft Teams*

**Thursday 7 September 2023** – 12pm-5pm – *at the RCoA, London*

**Wednesday 13 December 2023** – 2pm-4pm – *via Microsoft Teams*

**TO APPLY**

Please submit a short CV and complete the application form appended below. These will be shared with the appointment panel who will review applications and reach a consensus on those appointed.Please send to [contact@ficm.ac.uk](mailto:contact@ficm.ac.uk) by **9am Thursday 23rd February**.

**CONTACT**

If you have any questions or would like an informal chat about the role, email us at **contact@ficm.ac.uk** and we will get right back to you.

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**FACULTY LEADERSHIP:**

PAS Application Form

Name

Job Title

GMC Number

Telephone

Email

Please provide a short statement highlighting your relevant experience and interest, and why you would like to apply for this role (max 350 words):

***Data management:*** *We will share your application form securely with the appointment panel only. Your data will be stored securely.*