

Terms of reference

State Spinal Cord Injury Service (SSCIS) Education Sub-Committee

Reports to	SSCIS Clinical Development Committee		
Reporter	Chairperson of education sub-committee		
Chairperson/s	Gillian Garrett		
Terms of office	2 years		
Secretariat	To be shared amongst committee members		
Endorsed by	SSCIS Clinical Development Committee	Date	26 November 2019
Next review	30 November 2021		
Review process	[Details]		
Decision making	[Details]		

Background

The Education Sub-Committee is one of three sub-committees of the SSCIS Clinical Development Committee (CDC) formed in 2014 with a remit to contribute to the identified priorities and goals of the SSCIS Clinical Development Committee.

Purpose

The purpose of the SSCIS Education Sub-Committee is to advise on education related to the care, management and support needs of people with a spinal cord injury (SCI). The target audience for the education includes, but may not be limited to, the person with a SCI, non-spinal specialist clinicians, families and others who care and support people with a SCI, aiming to:

- Improve outcomes of people with a SCI through informed and knowledgeable self-management, care and support;
- Support professional development and capacity building of specialist and non-specialist clinicians

Responsibilities and functions

The SSCIS Education Sub-Committee has the following responsibilities in relation to the provision of spinal cord injury specific education.

- Promote spinal cord injury education across NSW
- Identify key areas of focus for education and development
- Develop and implement an education strategy for these areas
- Monitor implementation of a regular education program
- Work in collaboration with the Clinical Practice Improvement and Data Sub-Committees in identifying education needs and role out of education strategies

Frequency of meetings

- Meetings will be held bi-monthly occurring no less than six times per year.
- Dates will be set 12 months in advance

Reporting committees

The sub-committee reports through the SSCIS CDC to the SSCIS Steering Committee.

Method of evaluation

- Progress against the sub-committee's work plan which will be negotiated with and agreed with the SSCIS CDC.
- Second yearly review by the SSCIS CDC of the sub-committee's terms of reference.
- Second yearly review of membership.

Quorum

50% of membership +1

Membership

Membership of the SSCIS Education Sub-Committee will include the following.

- Chairperson.

Member of the SSCIS CDC with a keen interest in education
- General membership.

At least 14 members with alternates of the SSCIS network with a keen interest in education. Members will reflect the multidisciplinary nature of SCI services and include a broad representation from clinical disciplines as well as a consumer with SCI.

Name	Role	Organisation	Contact details
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