



College of Veterinarians of British Columbia

TERMS OF REFERENCE

Continuing Competence Committee

Type	Other Committee
Legal Authority	<i>Veterinarians Act</i> ss. 3 and 10(1), Bylaws Part 1 ss. 1.38, 1.40 and 1.51(1) - 1.51(2)
Established	Bylaw s. 1.40
ToR Amended	April 26, 2019
Policy Intent	Compliance with ss. 3, 70 and 76 of the Act, Bylaws ss. 1.45 and 1.51 and in support of section 3(2)(c) of the Act to administer and enforce the continuing competence program in accordance with Part 4 of the Bylaws, s. 252 to s. 258.
Duties and Authorities	<ol style="list-style-type: none">1. Monitor and propose revisions to the College's code of ethics and any practice standards in order to promote high standards for the practice of veterinary medicine.2. Assess the professional performance of registrants.3. Prepare policies and procedures for approval by Council for the effective administration of the continuing competence program provisions of Part 4 of the Bylaws.4. Undertake any other function or project as may be directed by the Council that is not inconsistent with the above.
Attendance and Communication	Committee members are expected to respond promptly to communications and attend all (or at least most) scheduled meetings; missing either 3 consecutive meetings or not attending 50% of meetings in any 12 month period may result in dismissal
Policies and Procedures	Part 4: Ethics and Standards – Division 4.6 – Continuing Competence Program s. 252 through s. 258
Members Appointed by	Council (Bylaws 1.43(1)(b))
Chair Appointed by	Council, in consideration of the committee's recommendation (Bylaws 1.43(1)(c))
Number of Members	Minimum 5, maximum 9
Member Composition	Minimum of 5 registrants (including 1 Council member) and at least 1 public member when practicable.
Length of Member Term	3 years
Number of Re-appointments	In accordance with s. 1.43 (5) and (6)
Committee Reports to	Registrar or directly to Council as per the bylaws
Reporting Schedule	An annual report and reporting at least once every 3 months in a form directed by Council

Performance Review Process	Annually by Registrar, report to Council
Membership Review Process	Annually by Registrar, report to Council
Honoraria Policy	CVBC Council and Committee Honoraria Policy applies