



College of Veterinarians of British Columbia

TERMS OF REFERENCE

Practice Facility Accreditation Committee

Type	Other Committee (established by Bylaw)
Legal Authority	<i>Veterinarians Act</i> s. 3(2) (b), (c) and (d), ss. 3.9 to 3.22 and s. 10(1) and s. 1.38 of the Bylaws
Date Established	September 16, 2010
ToR Approved /Amended	April 26, 2019
Policy Intent	Compliance with ss. 3, 49 and 76 of the Act and Bylaws s. 1.50, Part 3 ss. 3.9 to 3.22 and Schedule D (Accreditation Standards) of the Bylaws
Duties and Authorities	<ul style="list-style-type: none"> a) to accredit or reaccredit practice facilities in accordance with Part 3 of the bylaws; b) to administer, monitor and enforce accreditation standards approved by the council, including new standards or changes to existing standards; c) to grant, remove or limit the accreditation of a practice facility in accordance with Part 3 of the bylaws, the accreditation standards and any approved policies and procedures; d) to prepare policies and procedures for approval by the council for the effective administration of the practice facility inspection and accreditation sections of Part 3 of the bylaws; e) to report to the registrar on the function and performance of practice facility inspectors; f) to undertake any other function or project as may be directed by the council that is not inconsistent with the above. <p>Pursuant to s. 1.42 of the Bylaws the PFAC has authorized a panel of 3 of its members to consider requests for provisional approval to operate a facility, pursuant to s. 3.12 and 3.16 of the Bylaws.</p>
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	Bylaws provide procedures
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 of 3, maximum of 10 (Bylaws 1.50)

Member Composition	Minimum of 3 registrants and at least 1 public member when practicable (Bylaws 1.50)
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, reported to Council
Membership Review Process	Annually by Registrar, reported to Council
Honoraria Policy	CVBC Council and Committee Honoraria Policy applies