

Quality and Safety Group Terms of Reference

1. Chair

Eligibility – College Member, substantive consultant in the NHS, and with a proven interest in quality and safety

Term - 3 years (renewable for a further 3 years)

The Chair of the Group shall be appointed by an open application process. All UK based College members are eligible to apply. The Chair will sit on the Professional Standards Committee and may also represent the College on matters related to quality and safety at other College committees and externally in national safety group meetings or virtual groups.

2. Strategic aims

- To help define the characteristics of high-quality clinical care across the breadth of ophthalmology in terms which are readily understood and agreed by clinicians and the lay public.
- To support the provision of high quality and safe ophthalmic care
- To support the development and use of valid and reliable measures of quality and safety in ophthalmic care.
- To ensure that standards and recommendations produced by the QSG are consistent with other guidelines and good practice statements produced by the Royal College of Ophthalmologists and that they conform to the requirements of the national guidance and standards.
- To support the Revalidation Leads where required on quality standards for the revalidation of ophthalmologists.
- To maintain liaison with NHS and other healthcare-related organisations with common interests in quality of clinical care, for instance: the Care Quality Commission, the Medicines and Healthcare Regulatory Authority, NICE, the Academy of Medical Royal Colleges and the Department of Health, charities related to vision.

3. Delivery of the aims and main functions of the group

- Review at request any relevant issue of quality and safety including technical and device issues.
- Disseminate best practice in quality and safety
- Proactively review and provide advice and guidance on new quality and safety issues
- Advise the College officers and the Chairman of the Scientific Committee on any queries or issues regarding quality and safety and help provide advice, responses and statements on these
- The Chair or nominated deputy will sit on the committee of the Academy of Royal Colleges Quality Improvement Committee, be part of the NHS National Patient Safety Advisory Panel and other similar committees as required and will feedback to the College the group discussions and issues and take issues from the College and its members to those groups.

4. Membership of the Group

- Chair of the College Professional Standards Committee
- Chair of the CORESS Ophthalmology
- Ophthalmologists in training
- Representative from the UK Ophthalmic Pharmacists Group
- Representative from MHRA
- Optometrists
- Orthoptists
- Ophthalmic nurses
- Patient or lay representative
- Risk or safety manager with ophthalmic experience
- Other members will be drawn from the College membership based on application demonstrating interest and skills/knowledge in the arena of quality and safety

4. Structure of the Group

The group will conduct its core business as a virtual group liaising mainly via an e-mail group

5. Conflicts of interest

The Chair is expected to complete and update regularly a declaration of interests. All other members are expected to declare any interests which may be (or which could reasonably be perceived by others to be) a conflict of interests in relation to matters under discussion in the committee, or when contributing to authorship of guidance and policy statements originating from the committee.

6. General

Membership of the Group can be terminated for repeated non-engagement.

In accordance with College policy, all correspondence and other dealings with professional and other organisations will be prepared within the College by College staff or copies sent to College staff.

No sponsorship may be sought or accepted without prior permission of the Honorary Treasurer.

No member may be paid or accept payment in cash or kind for work undertaken on behalf of the Committee or the College.

April 2017