From:	Tera Goldblatt | COCOO
To:	Member
Subject:	College Committee Involvement
Date:	October 8, 2021 1:28:15 PM

Good afternoon MANAGER.

The College invites you to consider joining one of our committees as a non-council member.

Many members have come forward recently to ask how they can get more involved in the College. In addition to the College Council there are a number of other committees.

At the October Council meeting on October 29, 2021, the Executive Committee will determine committee composition based on those members who have put their name forward for consideration on a committee.

Below is a brief summary of each committee, what they do, and how often they meet.

Please take a few minutes to see if any of them are of interest to you. If you would like to learn more about any specific committee, please click here for a much more detailed description. To see the current committee lists please click here.

If you are interested in serving on any committee please contact Tera Goldblatt at tgoldblatt@cocoo.on.ca by Friday, October 15, 2021.

The Executive committee will assemble the committees based on both member preference and need. If you are placed on a committee you will receive an email in the week after the Council meeting on October 29, 2021.

Thank you and have a lovely long weekend.

Committee Descriptions

Committee name: Inquiries, Complaints and Reports Committee

Committee function: The ICRC investigates complaints and reports to address concerns about the conduct and practice of Ontario chiropodists and podiatrists. It also conducts inquiries into whether a member has a mental or physical condition or disorder that impacts the member's capacity to practise safely.

Time Commitment: Commitment time will vary, but Committee members are asked to commit up to three days each month during a regular 9 a.m. to 5 p.m. workday where Zoom calls can be scheduled.

Committee name: Discipline Committee

Committee function: The Discipline Committee holds hearings into allegations of professional misconduct or incompetence about a member, which have been referred to the Committee by the Inquiries, Complaints and Reports Committee.

Time Commitment: Commitment time will vary, but Committee members are asked to commit up to four days each month during a regular 9 a.m. to 5 p.m. workday, including sometimes being available for consecutive hearing dates.

Committee name: Elections Committee

Committee function: Deals with disputes relating to the Council elections.

Time Commitment: As needed

Committee name: Fitness to Practise Committee

Committee function: The Committee holds hearings to assess a whether a member is incapacitated, after the matter has been referred by the Inquires, Complaints and Reports Committee.

Time Commitment: Commitment time is minimal as the College has few referrals to the FTP Committee. Committee members should make themselves available 1-2 days per year.

Committee name: Patient Relations Committee

Committee function: This committee reviews and overseas the Patient Relations Program.

Time Commitment: Commitment time is minimal. Committee members should make themselves available 1-2 days per year.

Committee name: Quality Assurance Committee

Committee function: The Committee is responsible for reviewing Members' CE Log submissions and Practice Assessments as required by Regulation.

Time Commitment: Varies throughout the year. Average 3 hours per month.

QA Committee Practice Assessor (Non Committee work)

Function of a Practice Assessor: Visit and assess the practice of a randomly selected member.

Time Commitment: 1 day per assessment – up to 3 assessments per cycle

Committee name: Registration Committee

Committee function: To review an application to the College in the event that the Registrar has reasonable doubts about an applicant

Time Commitment: As needed.

Committee name: Registration Examination Committee

Committee function: The Committee is responsible for ongoing work on the written examination and the OSCE.

Time Commitment: This committee is very active. The committee meets at least once a month and members can expect approximately 10 hours per month of work.

Exam Committee OSCE examiner (Non Committee work)

Function of a Examiner: Assess candidate knowledge and skills in a simulated clinical setting.

Time Commitment: 1-2 days per year

Exam Committee Standard Setter (Non Committee work)

Function of a Standard Setter: To determine the passing score on the written exam and the OSCE.

Time Commitment: 1-2 days per year

Committee name: Standing Drug Committee

Committee function: Responsible for ensuring that the Drug Regulation is kept up to date.

Time Commitment: Not currently active

Committee name: Technical Committee

Committee function: To support Council by responding to questions relating to the acceptability of practice modalities and emerging technologies.

Time Commitment: As needed

Committee name: Sedation Committee

Committee function: Deals with the Standard of Practice for the Administration of Inhaled Substances and the Use of Sedation in a Member's Practice

Time Commitment: As needed

Committee name: Strategic Planning Committee

Committee function: Identifying key strategic goals and actions that in its opinion will need to be taken by Council over the next five years and considering and making recommendations to Council on those goals and actions

Time Commitment: As needed

Committee name: Registrar's Performance and Compensation Committee

Committee function: Reviewing the Registrar's performance

Time Commitment: As needed

Tera Goldblatt
Executive Assistant
College of Chiropodists of Ontario
180 Dundas St. West, Suite 1901
Toronto, ON M5G 1Z8
Phone: 416-542-1333 x226
tgoldblatt@cocoo.on.ca www.cocoo.on.ca