

Terms of Reference ISAM Training and Education Committee

Purpose:

The purpose of the committee is to increase and improve the capability and capacity of addiction medicine training and other educational activities.

This will be accomplished through:

- Developing a memorandum of understanding to a global approach to addiction medicine undergraduate and postgraduate training programmes
- Assessing the standards and professional pathways into addiction medicine once qualified as a physician
- Identifying minimum standards of competencies that is needed to achieve specialised qualifications in addiction medicine
- Promoting ISAM Certificate examination, the 'Textbook of Addiction Treatment: International Perspectives' and associated activities
- Supporting the establishment of postgraduate diploma and MSc degrees as a vehicle for specialisation in Addiction Medicine
- Promoting campaigns to maintain and increase training activities globally in addiction medicine.
- Promoting and organising Clinical Certificate/Fundamentals modular courses in Addiction Medicine

Membership:

- The committee will consist of two co-chairs and a maximum of 15 members.
- The co-chairs and members must be ISAM members.
- The co-chairs will be nominated by the ISAM President, subject to ISAM Board approval.
- Members will be nominated by the co-chairs, subject to ISAM Board approval.
- The co-chairs and committee members should ideally represent different global regions.
- The committee membership term will be for three years, renewable upon review.

Frequency of Meetings:

The committee will meet at least once “in person” coincident with the annual ISAM scientific meeting. Meetings will also be held via telephone (teleconference), skype (or equivalent) or electronic mail (e-mail) as the need arises. Members are asked to commit to participate in an active and productive manner. Quorum at the “in person” meeting and at teleconferences will be defined as 50% or greater of the committee members.

Decision Making Process:

This will ideally be conducted through a consensus process. In exceptional circumstances when a consensus is unachievable, decisions will be decided by a majority vote.

Reporting Process:

Committee will regularly report on its activity at ISAM board meetings and at the ISAM annual meeting.

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