

## **Terms of Reference**

### **ISAM Early Career Addiction Medicine (ECAM) Committee**

#### ***ISAM-NEXT (New professionals Exploration, Training & Education)***

##### **Purpose:**

The purpose of the committee is to increase and improve the capability and capacity of addiction medicine training and other educational activities. The name of the committee will be ISAM-NEXT with predefined role of Exploration (Opportunities and Research), Training & Education for new professionals in the field.

##### **Objective:**

- To mentor (mentor-mentee activities) early career addiction medicine professionals for specific issues in research, training (e.g. leadership/trainer of trainers), clinical practice as well as career progression to mid-level career
- To emphasize on supporting this community of young addiction medicine professionals and promote liaison and communication between early career addiction medicine specialists of different countries
- To promote participation of early career addiction medicine professionals in various scientific meetings by offering fellowship or funding, organization of special symposia for this community
- To promote evidence and competency based medical education in the field of addiction medicine
- To encourage and motivate graduate health professionals to take addiction medicine as a career option

##### **This will be accomplished through:**

- Connecting early career addiction professionals with senior trainers from different parts of the world within the ISAM community
- Creating opportunities for postgraduate research and educational activities
- Creating opportunities for ISAM NEXT fellowships and travel ships
- Helping to assess the standards and professional pathways into addiction medicine once qualified as a physician
- Identifying minimum standards of competencies that is needed to achieve specialized qualifications in addiction medicine
- Promoting ISAM Certificate examination and workshops, the '2<sup>nd</sup> edition of the Textbook of Addiction Treatment: International Perspectives' and associated activities
- Promoting and participating in ISAM Interest Group activities
- Campaigns to maintain and increase training activities globally in addiction medicine.
- Promoting, organizing and facilitating ISAM clinical certificate/fundamental modular courses in Addiction Medicine globally

- Supporting activities organized for Early Career Addiction Medicine professionals by ISAM affiliated societies in the world.
- Supporting activities organized for Early Career Addiction Medicine professionals by groupings such as NECPAM, Early Career Professional Section of Various international and national organizations/association and societies (e.g. IBRO, WPA, EPA, APA, JYPO, TYPO etc.)

### **Membership:**

- The committee will consist of one chair, a deputy chair and a maximum of 30 members representing different global interests/regions
- The chairs and members must be ISAM members.
- Chair and deputy chair must be medical graduate doctor
- Membership term is for 3 years renewable upon review
- Members are asked to commit to participate in an active and productive manner
- Eligibility for Membership\*
  - **Essential**
    - 1. Must be ISAM Member
    - 2. Early Career Addiction Medicine Professionals (Defined as clinicians, scholars, resident doctors and professionals working in or with an interest in the field of addiction medicine and are 10 years within obtaining MD/MSc/Equivalent degree **OR** 5 years within obtaining PhD degree depending on national context.
  - **Desirable**
    - 1. ISAM Examination Certificate Holder
    - 2. Previous ISAM Travel ship awardee
    - 3. Attended at least one ISAM conference or educational/training activity by ISAM

*(\*Membership criteria can be relaxed to include members from underrepresented countries/regions or to allow diversity in composition of committee as approved by the ISAM NEXT Committee in selected cases)*

### **ISAM NEXT Chair:**

- The chair will be initially nominated by the ISAM NEXT Committee.
- This nomination will then be put forward for unanimous approval by the ISAM Board of Directors
- The chair once nomination approved will become an ex officio member of the ISAM BOD
- The ISAM NEXT committee chair and deputy chair term will be for three years, renewable upon review.
- Deputy chair will take chair functions if and when delegated to do so

### **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, team, zoom (or equivalent) or electronic mail (e-mail) as the need arises.

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 the ISAM Board of Directors meetings and at the ISAM annual meeting.

July 2020