

CASEM

Post Graduate Medical Education Committee: Terms of Reference (Updated 2023)

CASEM Post Graduate Medical Education Committee	
Description	The Committee appointed by the Board for the advancement, collaboration and development of Sport and Exercise Medicine Programs in both primary and speciality programs to work cooperatively for the development and support of effective teaching curriculum that ultimately prepares residents for the role of a Sport Medicine Physician.
Mandate	The Committee's purpose is to provide a network for Program director's leading both primary and speciality sport and exercise programs to work cooperatively for the development and support of enhanced SEM skills training.
Key Duties	<p>The Committee will perform the following key duties:</p> <ol style="list-style-type: none">1) To provide Fellowship Directors with a supportive professional network to mentor faculty leadership and new program development.2) To develop core consistent components of university affiliated sport medicine fellowships in Canada in the areas of curriculum, application process and evaluations while still respecting the unique attributes of individual programs.3) To ensure that the objectives of the CASEM Diploma of Sport Medicine exam are consistently with the objectives of the Sport Medicine Program.
Authority	The Committee will exercise its authority in accordance with the By-laws and such additional provisions as are set out in this Terms of Reference and will do so without interference from the Board.
Composition	<p>Chair</p> <p>The Chair is a 3 year renewable term and the selection must be approved by the CASM Board of Directors. The qualifications of the Chair include; a CASM Diploma of Sport Medicine and should be an acting Program Director and in good standing with their provincial licensing body.</p> <p>Members</p> <p>Must be a Current Program Director or delegate of a Current Fellowship Director and have experience in academic teaching . All members must hold a Diploma of Sport Medicine.</p> <p>The committee term for members will be dictated by the length of the fellowship director's appointment by their institution.</p>

Meetings	Meetings will be by telephone, virtual or in person, as required. Meetings will be at the call of the Chair.
Resources	The Committee will receive the necessary resources from CASEM, as dictated by the Board of Directors, to fulfill its mandate.
Reporting	The Chair shall report before each Board meeting and as needed for special projects and situations. The Chair or a representative from the committee will attend one Board meeting either virtually or in-person.
Approval and Review	The Board will review these Terms of Reference as required.
Other	When a potential conflict of interest arises, the Chair of the committee will manage the conflict on a case-by-case basis.