



# Terms of Reference

## Aesthetics Subcommittee

Authority	The Aesthetics Subcommittee (the Sub-Committee) is established by the Board as a Subcommittee of the Quality Assurance Committee.
Mandate	At the direction of the Board, the Subcommittee is to conduct a review of the moratorium on the liquid rhinoplasty procedure by registrants.
Responsibilities	<p>Review the liquid rhinoplasty procedure generally including current medical literature on the procedure.</p> <p>Review submissions received from registrants regarding the moratorium on the liquid rhinoplasty procedure.</p> <p>Review the training and education requirements of the injectable fillers certification to determine if current training is adequate for registrants to safely perform the liquid rhinoplasty procedure, this includes a review of all safety and emergency procedures/training required to respond to an adverse reaction of a patient.</p> <p>If the training and/or education is not adequate, research where registrants can acquire the appropriate training, If appropriate, consult with current approved course providers to offer additional training within their course to meet the requirements of the subcommittee.</p> <p>Consult with the Quality Assurance Committee, as necessary.</p> <p>Consult, as necessary, with other College committees, registrants or other individuals who have expertise relevant to any matter considered by the Subcommittee.</p>
Composition	<p>The Subcommittee consists of at least three persons appointed by the Board.</p> <p>At least one-third of the Subcommittee must consist of public representatives.</p> <p>The Board chair and the registrar may be ex officio members of the Subcommittee.</p> <p>The Subcommittee Chair (and Vice Chair if required) are appointed by the Board.</p>

Competencies

One or more Subcommittee members will have the following specific competencies or experience:

Adjudication and Hearing: Knowledge and experience of participating in and/or chairing hearings within a legislative framework, and an understanding of administrative law principles and procedural fairness.

Committee/Panel Leadership: Experience in facilitating committee or panel meetings, developing a positive culture, conflict resolution, and fostering effective decision making.

Governance Expertise: Understand how governance works, how committees should function, and be able to think critically about committee structures and practices.

Term of Appointment

Appointments for all Committee members, including the Committee chair, are for three years. Terms will be staggered to avoid complete change over of committee members in any given year. Appointees are eligible for reappointment by the Board, to a maximum of three consecutive terms.

A registrant appointed to the Committee ceases to be a member if they are no longer a registrant in good standing or if they become a College employee.

Any Committee member may resign from the Committee, upon written notification to the registrar. Committee members who are absent for more than three committee meetings per year may, upon review of the Board, be immediately removed. The chair has the discretion to approve, in advance, an extended absence of any Committee member.

A Committee member may be removed from the Committee by majority vote of the Board under section 23(1) of the bylaws.

Quorum

A majority of the Subcommittee constitutes a quorum.

Reporting

Provide a written report, via the Chair, of its findings and recommendations regarding the moratorium on the liquid rhinoplasty procedure and training requirements for the injectable fillers certification, to the Quality Assurance Committee, which will then be provided to the Board for consideration.

Confidentiality

Each Subcommittee member must sign a confidentiality policy at the time of each appointment and at the time of each term renewal, indicating their agreement to maintain the confidentiality, privacy, security, and integrity of all meeting and Subcommittee materials.

## Conflict of Interest

Each Subcommittee member must sign a conflict of interest policy at the time of each appointment and at the time of each term renewal, indicating their agreement to abide by the policy.

Subcommittee members must declare conflicts of interest prior to the discussion of individual agenda items or at any time a conflict of interest or potential conflict of interest arises.

Once a conflict of interest is declared, the Committee must follow the guidance and directives in the conflict of interest policy.