

## Specialty Advisory Committee in Neuropathology

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### Terms of Reference

#### 1 Background

It is expected that 60 to 63 medical doctors, who are Fellows of the Royal College of Pathologists, hold substantive or honorary appointments as consultant neuropathologists in the UK at any one time. With rare exceptions, these Fellows work in the hospital sector of the National Health Service. Those holding honorary contracts are employed as clinical academics in the UK's leading universities; most of these individuals hold university professorships. Some Neuropathology laboratories are integrated into Cellular Pathology/Histopathology Departments whilst in other centres the Neuropathology laboratory is administratively linked to departments of clinical neuroscience.

The Neuropathology Specialty Advisory (sub) Committee (SAC) was re-organised in 2012 after the Department of Health elevated Neuropathology to full 'specialty' status in law. This re-organisation, which involves full members and co-opted members (without voting rights) facilitates a close working relationship with the professional body for neuropathologists, namely the British Neuropathological Society.

#### 2 Remit of the committee

The Neuropathology SAC is the committee responsible for all College matters relating to diagnostic neuropathology. The key roles of the Neuropathology SAC are [a] to meet the requirements for training, assessment and examinations now and in the future NHS, [b] to assist in continuing professional development in the specialty, [c] to develop and keep up-to-date service specifications and standards for the specialty, including key performance indicators, [d] to facilitate the revalidation of clinical neuropathologists, including advice on how clinical neuropathologists should demonstrate compliance with the requirements of the General Medical Council, [e] to liaise with other specialties, such as paediatric pathology, forensic pathology, cellular pathology, clinical neurology, neurosurgery in order to provide consistent and integrated advice to the College, and thence to the Department of Health, Commissioning groups, Trusts and other bodies, [f] to ensure consistency of approach in all College matters through representation on College committees on training and education, examinations and assessment, CPD etc., [g] and to develop a "sense of community" among practitioners through communication and education. In all this, the Neuropathology SAC maintains a close and constructive working relationship with the British Neuropathological Society.



### 3 Accountability of the committee

The Neuropathology SAC reports directly to the Council of the College. Reporting to Council will be via Council consideration of the SAC minutes. however, Council may request a report in writing or in person from the Chair of the SACF. The Neuropathology SAC is accountable to the Council of the College through the College structures for training and education, assessment, examinations, CPD etc.

The Neuropathology SAC and Cellular Pathology SAC will keep each other informed of their business through the exchange of agenda and minutes of the meetings of the two SACs.

The Chair of the Neuropathology SAC is an ex officio member of the Education Forum and will advise that forums on all matters pertaining to neuropathology. The chair of the panel of examiners in Neuropathology is a member of the Neuropathology SAC (see below).

The Neuropathology SAC is constituted to provide named individuals with responsibility for specific areas of College activity, mapped onto higher level College-wide functions.

### 4 Membership

Membership of the committee will be reviewed by College Council annually

- The Chair
- Lead for Training
- Deputy Leads for training (one with responsibility for recruitment and the other with responsibility for academic training)
- Trainees' representative
- Lead for Revalidation\*
- Chair of the BNS Clinical Practice Committee (ex officio)
- Other members of the BNS CPC are co-opted members without voting rights who lead with discussion on quality assurance, workforce and workload, education and scientific meetings
- Any senior College Officer (Director of Training and Educational Standards, Director of Assessment etc.), after informing the Chair of the Neuropathology SAC as to the purpose, if there is a specific issue that brings them.

With the exception of ex-officio members, the duration of membership will normally be three years but with the option of reappointment for a maximum of a further two years with the agreement of the President. Membership of the committee shall end in November of the relevant year (in line with the AGM of the College).

\*The College has appointed a Specialty Advisor in Neuropathology separate from the Chair of the Neuropathology SAC. Currently that individual has primary responsibility for revalidation. The merit of this arrangement will be re-evaluated at the end of the tenure of the present incumbents.

## 5 Meetings

Meetings will be held twice each year at The Royal College of Pathologists, 2 Carlton House Terrace, London SW1Y 5AF. The membership should expect the Chair occasionally to lead discussions by email or teleconference between formal meetings. Additional *ad-hoc* meetings may be held if necessary, subject to the agreement of the Chair of the Cellular Pathology SAC or President of the College.

## 6 Resources

Travelling expenses will be paid to full members of the committee (or deputies when appropriate) in line with the College's expenses policy. The expenses policy and claims form are available on the website at [www.rcpath.org/index.asp?PageID=732](http://www.rcpath.org/index.asp?PageID=732) and hard copies can be provided upon request.

Expenses for co-opted members are paid by the British Neuropathological Society

Administrative support will be provided by the Royal College of Pathologists.

Minutes will be made available on the College website.

### DOCUMENT CONTROL

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