



Patient Safety Committee (PSC) - Terms of Reference

Purpose

The purpose of the PSC is to improve the safety of patients receiving care from our fellows, members and the multidisciplinary teams within which they work in all four countries of the UK and internationally.

We will do this by:

1. Having oversight of the RCP patient safety work programme and supporting its full delivery.
2. Proactively promoting patient safety in medicine so that it remains a high policy priority throughout the NHS and integral to the clinical practice of our fellows and members and the multidisciplinary teams within which they work.
3. Becoming a source of patient safety expertise for fellows and members. Supporting physicians who are leading patient safety work, involved in safety initiatives or undertaking patient safety research. Promoting patient safety research to fellows, members and the medical community at large.
4. Vigorously promoting the concept of an open, transparent, supportive culture in healthcare where safety is enhanced - through continuous learning and transparency.
5. Working to ensure that the identification and reporting of clinical incidents, including near misses, is embedded in the culture of learning rather than blame.
6. Working to improve the reporting of adverse incidents to regulatory authorities and to encourage fellows, members and patients to participate in reporting systems.
7. Ensuring that patient safety is higher up on the agenda for undergraduate and postgraduate education, training and Continuing Professional Development (CPD).
8. Providing formal RCP patient safety advice for policymakers, NHS organisations throughout the UK, commissioners, RCP tutors and regional advisors, other professional bodies, patients and the public. Understanding patient safety within the context of where the work is based.
9. Contributing to relevant policy consultations and ensuring that patient safety is embedded in every consultation document that is generated.
10. Providing endorsement, where appropriate, to individual initiatives and best practice and where appropriate working with partner organisations on specific patient safety projects.
11. Actively seeking collaboration with other organisations around patient safety activities where there are opportunities to do so.
12. Linking with other work that is being carried out across the RCP, eg Health Informatics and General (Internal) Medicine curriculum.



Membership and Governance

The committee will be a standing committee of the RCP, reporting to Council via the Care Quality Improvement Board. It will be chaired by the clinical director for quality improvement and patient safety of the RCP or a nominated RCP officer, and supported administratively by the Care Quality Improvement department. It will meet three times each year, with the facility for tele- or video-conferencing if members cannot attend in person and will provide email or telephone advice on urgent issues between meetings.

The committee will bring together physicians and others with specific interest and expertise in patient safety from within the RCP, affiliated specialist societies and external organisations.

Membership will necessarily be limited for practical reasons, but it is expected that relevant others could be invited to attend specific meetings dependant on the agenda.

These Terms of Reference will be reviewed annually and as required.

Last updated: October 2018