

# Terms of Reference

## Family Violence Psychiatry Network



<b>Authorising Committee/ Department:</b>	Board
<b>Responsible Committee/ Department:</b>	Corporate Governance and Risk Committee (CGRC)
<b>Document Code:</b>	<b>TOR Family Violence Psychiatry Network</b>

### Background

The Family Violence Psychiatry Network was established by the RANZCP Board on 19 November 2017.

### 1. PURPOSE AND RESPONSIBILITY

The Network will assist the Board to create awareness amongst psychiatrists and trainees of the mental health aspects of family violence in Australia and New Zealand. The Network will provide advice and recommendations to the RANZCP Board, regarding the mental health aspects of family violence.

The Network undertakes to:

- Provide a forum for the exchange of ideas and knowledge binationally.
- Promote and encourage the highest clinical and ethical standards in the delivery of mental health services relevant to family violence.
- Promote and facilitate research relevant to family violence and mental health.
- Promote further education of psychiatrists and trainees in relation to family violence and mental health.
- Assist the College in the preparation of position statements and other memoranda relevant to psychiatry and family violence.
- Identify and promote the role of psychiatrists in the multidisciplinary approach to family violence, and participating in appropriate cross-sector initiatives.
- Recommend models of care that will improve the quality of service delivered to mental health consumers in the community who experience family violence, including:
  - How psychiatrists and health practitioners can work together to identify and screen people with mental illness in family violence settings
  - Identifying resources and tools that psychiatrists can provide health practitioners to enable them to guide consumers with mental illness in family violence settings through the appropriate clinical pathway e.g. know when to refer the person on to a psychiatrist
- Identify, report and manage risks in accordance with College Policy

The Network would not form independent positions or statements, but could assist with the development of joint, or mutually supportive, statements through the Board.

### 2. REPORTING RELATIONSHIPS

The Network reports to the Board, and shall provide a report to each meeting of the Board via the Chief Executive Officer's Report.

The Network will work closely with RANZCP senior management, in particular, the Executive Manager, Membership and Events to ensure its responsibilities are met.

### 3. MEMBERSHIP OF THE NETWORK

Membership of the Network is open to all interested College members, and other interested professionals including representatives from professional, carer, or consumer organisations.

Non-College members are eligible to join the Network following approval from the Board.

#### **4. NETWORK GOVERNANCE**

The activities of the Network will be led by a committee, established on a bi-national basis. Membership of the Committee may comprise a maximum of 14 members:

- Chair (Fellow)
- A Fellow representing each Australian jurisdiction – ACT, NSW, NT, QLD, SA, TAS, VIC and WA
- Two Fellows or Affiliates representing NZ
- A trainee representative
- An overseas trained psychiatrist representative
- A community member.

All appointments to the committee will be made by the Board and members will be appointed based on the skills, knowledge and expertise required to fulfil the Network's responsibilities.

The Committee shall include at least one member from Australia and one member from New Zealand and endeavour to achieve an appropriate gender balance.

Oversight of the Network will be provided by the Board. The Network may provide information and recommendations to the Board, but does not operate independently of the Board.

The Board, in consultation with the Network Chair may designate specific duties or positions to members of this group. For example there may be a Secretary designated to take minutes of meetings.

#### **5. POWERS**

The Network shall observe any regulations or directions that may from time to time be imposed upon it by the Board.

#### **6. ADMINISTRATIVE SUPPORT**

Limited administrative support will be provided to the Network via the College's Membership and Events department, however the Network will generally be expected to take responsibility for the administration of its own activities and any associated costs, in consultation with, and with the approval of, the Board via the Chief Executive Officer.

#### **7. REVIEW**

The Network will be reviewed by the Board via the Chief Executive Officer's report every 12 months.

#### **8. OPERATION OF THE NETWORK**

##### **Communication**

The Board will disseminate relevant information via the Network as required, and in turn the Network will be able to communicate relevant issues to the College via the Board.

##### **Meetings**

The Network may meet as necessary to discuss matters relevant to the Network's responsibilities, with the approval of the Board and within College Policy and budgetary constraints.

Minutes of any meetings must be provided to the Board.

##### **Financial Responsibility**

The Network is required to operate in accordance with College Policy and within the budgetary constraints, as determined by the Board.

## Risk Management

The Board is responsible for identifying and managing risks associated with its Network and for reporting risks to the Corporate Governance and Risk Committee.

## 9. MEDIA & AUTHORISED STATEMENTS

The College's Media and Communications Policy should be consulted and adhered to. The Network is not authorised to make statements or express views on behalf of the College.

## 10. INTERPRETATION

The Terms of Reference shall be known as the "Family Violence Psychiatry Network".

- "College" or RANZCP means The Royal Australian and New Zealand College of Psychiatrists.
- "Constitution", means the Constitution of The Royal Australian and New Zealand College of Psychiatrists (May 2017).
- "Fellow" means a Member who holds Fellowship of the College pursuant to Article 3.3 of the Constitution.
- "Network" means the Family Violence Psychiatry Network.
- "Board" means the Board of the College elected under the Constitution, each member of which shall be a Director of the Company.

## 11. ASSOCIATED DOCUMENTS

- RANZCP Constitution
- RANZCP Media and Communications Policy
- RANZCP Code of Conduct
- RANZCP Code of Ethics
- RANZCP Website
- Deed of Undertaking in Relation to Confidential Information and Conflict of Interest

## Revision Record Footer

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Contact: Executive Manager, Membership and Events, and Senior Manager, Corporate Governance and Risk

Date	Version	Approver	Description
19/11/2017	1.0	B2017/7 R22	New document

<b>2018</b>	<b>NEXT REVIEW</b>
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