

Regulations

Overseas Trained Psychiatrists' Representative Committee



Background

The Overseas Trained Psychiatrists' Representative Committee (**OTPRC**) was established by the RANZCP in 2008, to provide formal representation for Affiliate Members and overseas-trained psychiatrists within the RANZCP organisational structure. It is a representative committee reporting to the RANZCP Board and comprising members from each Australian State/Territory and New Zealand.

1. ROLE

Responsible directly to the Board, the OTPRC will represent the special interests of the RANZCP's Affiliate members, and contribute to the life of the RANZCP in relation to issues and initiatives relevant to overseas trained psychiatrists.

2. RESPONSIBILITIES

The OTPRC will be responsible for:

- a) Facilitating local support networks for Overseas Trained Psychiatrists (**OTPs**)
- b) Representing the OTPRC on other RANZCP standing committees pursuant to the regulations of any such committee and be consulted in the recruitment and endorsement of OTP representatives on such committee
- c) Recommending individuals for consideration for involvement on other key RANZCP committees, project teams and working parties from time to time
- d) Providing advice on such initiatives that might assist OTPs in their work experiences, acculturation and preparation for examinations for admission to Fellowship
- e) Providing advice on potential representation by Affiliate Members on key committees and project teams
- f) Facilitating forums to collect and disseminate information, to encourage debate and to promote the needs of OTPs generally
- g) Ensuring the OTPRC discharges its functions effectively and promotes maximum opportunity for participation and reporting to Affiliate Members
- h) Monitoring all activities across the RANZCP that are of relevance to OTPs, to promote both coordination of those activities as well as efficient communication
- i) Undertaking all other things necessary or convenient for its purposes in oversight of the physical, financial and human resources required to support and develop the requirements of Affiliate Members as the Board may approve
- j) Identifying and managing risks associated with the OTPRC, in accordance with the RANZCP Risk Management Policy.

3. REPORTING RELATIONSHIPS

The OTPRC shall report on its activities to each meeting of the Board.

The OTPRC shall be represented on the Members' Advisory Council; the Education Committee; and the Practice, Policy and Partnerships Committee by the Chair of the OTPRC, or delegate.

4. OTPRC

4.1. Composition/Membership

Membership of the Committee will comprise:

- 1 Affiliate Member or Fellow employed in the Australian Capital Territory
- 1 Affiliate Member or Fellow employed in New South Wales
- 2 Affiliate Members or Fellows (or 1 Fellow and 1 Affiliate) employed in New Zealand
- 1 Affiliate Member or Fellow employed in the Northern Territory
- 1 Affiliate Member or Fellow employed in Queensland
- 1 Affiliate Member or Fellow employed in South Australia
- 1 Affiliate Member or Fellow employed in Tasmania
- 1 Affiliate Member or Fellow employed in Victoria
- 1 Affiliate Member or Fellow employed in Western Australia

If no member is nominated in any jurisdiction, the OTPRC may appoint a member from another jurisdiction to fill that vacancy (however every effort shall first be made to seek the jurisdictional representation outlined above).

The OTPRC is for Affiliate Members, and is intended to represent the interests of Affiliate Members. However, either Affiliate Members or Fellows may serve on the OTPRC, as it is recognised that there are many Fellows of the RANZCP who are also overseas trained psychiatrists and who would be able to offer much to the OTPRC and to Affiliate Members.

4.2. Elections, Appointments and Casual Vacancies

4.2.1. Members

- a) Nominations will be called from among Affiliates and Fellows who are overseas trained psychiatrists. Members shall be elected by Affiliate Members respectively employed within the States, Territories or New Zealand.
- b) The term of office shall be three (3) years from the conclusion of the Annual General Meeting in the election year in which they were appointed/elected or such later date, until the AGM when the position term is due to fall vacant.
- c) A Member may be eligible for reappointment to serve a maximum of two (2) consecutive terms, i.e. six (6) years.
 - i) In the event of the resignation of a member, whose term is not due to finish for 12 months or more, a call for nominations from the College membership shall take place. Nominations will be considered by the Committee with the preferred candidate approved by the Committee and ratified by the Board. In the event of the resignation of a member of the Committee whose term is due to finish within 12 months, the Committee shall appoint a casual vacancy, which must be ratified by the Board.

4.2.2. Chair and Deputy Chair

- a) Upon the formation of the OTPRC, the Chair and Deputy Chair shall be elected, on merit, by the members of the OTPRC.
- b) The term of office for the Chair and Deputy Chair shall be same as their term as a Member on the OTPRC.

- c) The Chair and Deputy Chair may be eligible for reappointment to their respective position on the OTPRC to serve a maximum of two (2) consecutive terms i.e. 6 years.
- d) In the event of the resignation of either the Chair or the Deputy Chair prior to having served a full term, in the case of the Chair, the Deputy Chair of the Committee shall assume the position of interim Chair and in the case of a Deputy Chair the Committee shall appoint an interim Deputy Chair.

4.2.3. Casual Vacancies

- a) Refer to clauses 4.2.1. d) and 4.2.2. d) of these Regulations.
- b) The Casual Vacancy appointment shall be for the remainder of the term.
- c) A person appointed as a Casual Vacancy shall be eligible for appointment in accordance with this Regulation. For the purposes of this Regulation, the period of time served as a Casual Vacancy shall not be counted as a period of membership.

4.2.4. Co-opted Members

Refer to the *Committee Meeting Operations Regulations* for information regarding Co-opted Members.

4.2.5. Observers

Refer to the *Committee Meeting Operations Regulations* for information regarding Observers.

5. OPERATION OF THE OTPRC

5.1. Refer to the [Committee Meeting Operations Regulations](#) for the OTPRC's operational information including:

- Agenda
- Attendance
- Chair
- Committee Powers and Delegation
- Conflict of Interest
- Consent
- Confidentiality
- Co-opted Members
- Defects in Appointment or Qualification
- Financial Responsibility
- Media and Authorised Statements
- Meetings
- Minutes
- Observers
- Other Committees
- Proxies
- Quorum/Voting
- Review
- Risk Management
- Support
- Voting Member Term
- Work Plan
- Definitions and Interpretation
- Associated RANZCP Documents

Any queries regarding the *Committee Meeting Operations Regulations* should be directed to the relevant staff member who is responsible for the OTPRC.

5.2 Additional Specific Operational Information

5.2.1 Committee Powers and Delegations

- a) Replace 'Any delegation from the Board cannot be sub-delegated by the Committee' from the 'Committee Powers and Delegation' outlined in the *Committee Meeting Operations Regulations* with:

The Committee may establish Subcommittees or Working Groups. This must occur in consultation with the relevant Executive Manager. Approval to establish a Subcommittee or Working Group must be sought from the CGRC and the Board.

Revision Record

Contact:	Executive Manager, Bi-national Offices and Partnerships		
Authorising Body:	Board		
Responsible Committee:	Corporate Governance and Risk Committee		
Document Code:	REG OPCEO Overseas Trained Psychiatrists' Representative Committee		
Date	Version	Approver	Description
6 April 2022	1.5	Executive General Manager, Education and Operations	Updated to remove the operational content that is captured in the Committee Meeting Operations Regulations as previously approved by the Board and other minor updates.
10 January 2018	1.4	Senior Manager, Corporate Governance and Risk	Regulations updated to include new and updated wording relating to conflicts of interest, meeting attendance and associated documents. Articles updated to reflect new RANZCP constitution.
8 February 2013	1.3	OPCEO	Updates to reflect new RANZCP governance model.
26 November 2011	1.2	GC2011/4 R44	
29 May 2011	1.1	GC2011/2 R27	
25 November 2007	1.0	GC2007/4 R23	New document.
NEXT REVIEW: 2024			