

Metabolics Committee Terms of Reference

Approved by the Board of Directors April, 2012

Brief Description

The Metabolics Committee provides a forum for discussion of issues relevant to the education and practice of Laboratory and Clinical Biochemical Genetics.

Mandate

1. To respond to requests from the Board of Directors to evaluate and provide advice and/or direction regarding the practice of Metabolics in Canada. Working groups will be struck if necessary and may include non-CCMG experts in inborn errors of metabolism
 - Liaise with the Training Committee in the development of Clinical Metabolics and Laboratory Metabolics training core competencies.
 - Provide metabolics expertise to other CCMG committees to allow them to execute their mandates in the area of Biochemical Genetics. Examples include providing a review of credentials to ensure they are in keeping with the core competencies, or further review of examination questions.

2. Members of the Metabolics Committee will serve as specialist liaisons with the Clinical Practice, Laboratory Practice and the Training Committees. These members will be responsible for ensuring clear communication and collaboration on tasks between these committees. Areas of intersection will be discussed by the liaisons and both chairs to avoid duplication and ensure clarity. Therefore, each of the following committees will have *ex-officio* members from the Metabolics Committee:
 - A minimum of one *ex-officio* member in the Laboratory Practice Committee
 - A minimum of one *ex-officio* MD member in the Clinical Practice Committee
 - A minimum of two *ex-officio* members (one MD, one PhD) in the Training Committee

Composition and Tenure

- The Committee shall consist of 5 members including the chair, with all members practicing as either clinical or laboratory Biochemical Geneticists. Consideration will be given to maintaining geographical representation.

- The normal term of membership and of the chair shall be 3 years, renewable once.

- Appointment of the Chair of the Committee will be on the recommendation of the Committee. The Committee will recommend to the Board a Chair-elect to replace a retiring chair at least 9 months prior to the anticipated turnover.