



President Mr David Burge
Secretary Mr Simon Huddart
Treasurer Mr Ian Sugarman
Administrator Ms Kate Billington

e-mail president@baps.org.uk
e-mail honsec@baps.org.uk
e-mail hontreas@baps.org.uk
e-mail adminsec@baps.org.uk

Website: www.baps.org.uk

UK Paediatric Colorectal Group Terms of Reference

Mission statement

To pursue the constant improvement in clinical care and hence long-term health outcomes of children and young people with Paediatric Colorectal Disease

a. Background

It is clear that within the area of Paediatric Surgery, Consultants are developing areas of subspecialisation. One of these is that of Paediatric Colorectal Disease. There is no doubt that whilst all strive for excellence, however the variation in management of these children, for both common and rare conditions, is marked. Equally, all members will have difficult cases and it is hoped this forum is somewhere that these cases can be discussed openly.

This group seeks to discuss all matters relating to children and young people with Paediatric Colorectal Disease in an attempt to reduce this variation and improve quality of care.

It is hoped that this will be done in an open forum where members may present their ideas, proposals for national audits/research, difficult cases.

b. Objectives

This group has a number of specific objectives.

1. To pursue the constant improvement in clinical care of children with Paediatric Colorectal Disease.
2. To lead in developing quality outcome measures for children with colorectal disease and work towards their nationwide acceptance and application.
3. To support all BAPS Members by providing a responsive and easily accessible forum of expert opinion for advice and practical support.
4. To review and critically assess relevant publications and make recommendations to Council, or on behalf of Council, as appropriate.
5. To support relevant national audit programs within the society on behalf of Council.
6. To liaise closely with adult colorectal surgeons in order to promote better transitional care and further mutual understanding.
7. To stimulate and support individuals and groups intent on developing research in children with colorectal disease. This group, *per se*, has no remit to carry out prospective research.

3. Membership

This group membership will include

Chair

This will be the member who has volunteered to host the meeting

Secretary

Appointed by Members for a period of 3 years, with potential for further election. Selection by vote.

Members

Membership of the group is open to any BAPS member involved in the clinical care or research of children with colorectal disease. Although the group aims to be inclusive, it should be representative of units around the UK and N Ireland.

All members commit to be active participants in the group throughout their membership, contributing positively to the priorities identified annually by the group.

Attendance by Members

There will be a minimum of 2 meetings per annum. One to be held the day before the BAPS Winter Meeting and the other approximately 6 months later. One will be held in London and one at another centre as proposed and

accepted by the group members.

The Secretary will be expected to attend 100% of the meetings. Other members will be required to attend a minimum of one meeting per annum. Additional meetings may be arranged when and if members feel appropriate.

c. Attendance by Others

Trainees will be encouraged to attend meetings as advertised on the BAPS and TRIPS website, but will have no vote on any business matters.

Guests may be invited by local Chairs with the approval of the Secretary.

4. Reporting Arrangements

4.1 It is hoped that a web page will be developed on the BAPS website.

4.2 The Secretary of the group will be responsible for keeping the webpage up to date via Kate Billington (BAPS Administrator).

5. Other Matters

The servicing, administrative and appropriate support to the Chair and Secretary will be undertaken by the BAPS Administrator. The Secretary will record minutes of the meeting and be responsible for their timely distribution. The planning of the meetings is the responsibility of the Chair.

8. Review

The Committee will review its Terms of Reference and work program on an annual basis as a minimum.