

Nova Scotia College of Physiotherapists Terms of Reference

Peer Assessment Committee

Background: The Peer Assessment Committee (formerly the Practice Review Committee) developed and was responsible for the implementation of the Peer Assessment process. This Committee reviews the reports of the Assessors to ensure that the practice of physiotherapy in Nova Scotia adheres to the standards of the Nova Scotia College of Physiotherapists. It provides support and guidance to the physiotherapist through the process and performs ongoing review of the Standards.

Attendees:

Five or more committee members including one Board appointed liaison. Member representation should include private practice, hospital, and long- term care facilities.

Recruitment/Appointment:

Members are elected at general meetings or appointed by the Board if a vacancy occurs during the year. Members are elected for two year renewable(once) terms and the terms are staggered to ensure continuity.

Roles and Responsibilities:

- To conduct Assessor workshops
- To ensure to Peer Assessment process is ongoing
- To re-evaluate/revise the process based on feedback and findings
- To re-evaluate /revise the Standards based on feedback and findings
- To stay within the estimated budget each year

Authority/Decision Making:

The Board has given the committee the power to make the final decisions concerning successful or unsuccessful completion of the Assessment process.

Meetings:

The Committee meets as often as needed to deal with the Assessor reports.
(6-8 times per year)

Record of Decision:

The Committee notifies the Registrar of the results of the assessment in writing.

Reports to:

The Board liaison member of the committee reports directly to the Board and the Chair submits an annual report to the Board (By January 31st each year).

Works with:

The Registrar is responsible for the random selection of site, notification of site and Assessor and for the receiving of the initial reports. All identifying information is removed by the Registrar prior to the report being forwarded to the Committee

Approved in Principle on _____(Date).