



Northern Ontario
School of Medicine

**CONTINUING EDUCATION AND PROFESSIONAL DEVELOPMENT
QUALITY IMPROVEMENT AND RESEARCH WORKING GROUP
TERMS OF REFERENCE**

PURPOSE

The Continuing Education and Professional Development (CEPD) Quality Improvement and Research Working Group is convened by the Associate Dean, Faculty Affairs/Continuing Health Professional Education. The Quality Improvement and Research Working Group will review and evaluate CEPD events to ensure they are conducted and administered in accordance with national continuing medical education standards. The Quality Improvement and Research Working Group will be a forum for discussion and support of research and scholarly activity initiatives related to CEPD. The goal of these initiatives is to support innovative, inter-professional, evidence based continuing education and professional development.

FUNCTIONS

1. Promote best practices in continuing education and professional development
2. Provide a supportive environment for scholarship and research in continuing education and professional development
3. Support evolution of the curriculum in continuing education and professional development
4. Enhance faculty development in continuing education and professional development
5. Develop infrastructure and funding base
6. Develop a repository of related expertise and resources

TASK FORCE COMPOSITION

1. Chair – Assistant Dean, CEPD
2. Associate Dean, Faculty Affairs/CEPD
3. Medical Director of Faculty Development
4. Medical Director of CME
5. Director of Faculty Affairs/CEPD
6. Associate Dean, Research
7. Assistant Dean, Research
8. Manager of Health Sciences and Interprofessional Education
9. CEPD Research Coordinator
10. CEPD Accreditation Coordinator
11. CEPD Coordinator

MEETINGS

Once monthly or at call of the chair

Version Control and Change History

****Do Not Remove Document History****

Version Number	Date	Author/Comments/Amendments/Approvals
1.0	March 13,2016	James Goertzen (approved/amended FD Committee)
2.0	April 21, 2016	James Goertzen (approved/amended CEPD Committee)