

Directors, managers and administrators Special Interest Group

Terms of Reference

Group purpose

- Establish lines of communication and a sense of community to assist the common purpose of improved quality of care
- Development of a forum that facilitates collaboration and sharing of materials (e.g. workforce plans, job descriptions, financial instruments)
- Link with and support the wider aims of the ASPIH community*
- Develop robust standards or guidelines around good governance of simulation centres, programmes and faculty
- Actively update members on new developments that are occurring within simulation at a local, regional, national and international level.

Chair - To be chaired by a member or joint members of the ASPIH community

Membership – Open to all ASPIH members

Meetings – At ASPIH's annual conference and other ASPIH events throughout the year, opportunity will be given for formal meetings to share ideas within the meeting programme allowing potential new members to register interest and become involved.

Accountability and Reporting – a linked executive member will act as a conduit of information to and from the ASPIH exec and Annual conference local organising committee [LOC].

Review - Chair/Terms of reference/membership/attendance to be reviewed annually.

* www.aspih.org.uk/about-us/

Michael Money Penny (Chair) July 2016