



# Bowel cancer screener Accreditation Panel

## Terms of reference

### 1. Purpose

The accreditation panel's primary role is to advise the JAG office and Bowel Cancer Screening Programme on the process of assessing and accrediting screening endoscopists. The panel oversees the quality assurance of the accreditation process to ensure that bowel cancer screening is provided by safe, competent, high-quality endoscopists.

### 2. Objectives

- To advise the JAG office and NHS BCSP on the development and assessment of screening endoscopists
- To develop and update appropriate criteria for application and assessment of screening endoscopists
- To devise, maintain and deliver an appropriate assessment process
- To advise on the recruitment, induction and training of assessors
- To monitor and quality assure the assessment and accreditation process

### 3. Governance

- The Accreditation Panel is accountable to the JAG Committee. The JAG governance structure of the panel is shown below
- The chair of the BCS accreditation panel, or a nominated deputy, will attend the JAG Committee meeting and report to this committee
- The BCS accreditation panel will also liaise with the JAG QA of training working group to ensure any shared themes of work are consistent
- The panel is quorate when at least four people are present
- The JAG office will support the activities of the panel JAG Committee BCS Accreditation Panel JAG QA of units working group JAG QA of training working group

### 4. Membership

The panel membership will include;

- The chair of the panel. He/she is selected through an open recruitment process. Once appointed, the chair's tenure is 2 years, renewable for a further year by agreement.
- One representative from each assessment centre which offers BCSA colonoscopy assessments and representation from centres offering Bowel Scope
- Expert endoscopists including at least one nurse representative
- Representatives from key groups such as the BSG and ACP

The panel's work will be informed by input from the bodies and professions it represents, data in candidate applications, the assessment and accreditation processes, assessor and candidate evaluations and external assessor reports.

The terms of reference will be reviewed periodically by the chair. Date of first issue: June 2006 Date of this amendment: July 2015 Date of next review: October 2020