



# Association for Palliative Medicine

Tel: 01489 668332  
 Email: [Office@compleat-online.co.uk](mailto:Office@compleat-online.co.uk)  
 Website: [www.apmonline.org](http://www.apmonline.org)  
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## ROLES AND RESPONSIBILITIES APM EDUCATION AND TRAINING COMMITTEE

Role	Responsibility
Committee Chair/ Vice Chair	<ul style="list-style-type: none"> <li>• Prepare reports for the Board 3 times per year</li> <li>• Organize, attend and chair Education and Training Committee meetings</li> <li>• Oversee and organize committee's activity</li> <li>• Represent APM on Joint Specialty Committee (Royal College of Physicians)</li> <li>• Represent APM on Specialty Advisory Committee</li> </ul>
Elected members	<ul style="list-style-type: none"> <li>• Attend and contribute to Education and Training Committee meetings 4 times per year (including 2 face-to-face meetings per year)</li> <li>• Contribute to the activity and develop the programme of the committee</li> <li>• Fulfil the following specific roles:               <ul style="list-style-type: none"> <li>○ Communication link with APM secretary</li> <li>○ Electronic resources</li> <li>○ PCC Planning Committee</li> <li>○ Plan RCP Study Days</li> <li>○ Non-clinical study days</li> <li>○ Postgraduate Special Interest Forum development</li> <li>○ Non- medical events</li> <li>○ Link to the Undergraduate SIF</li> </ul> </li> </ul>
<b>Representatives (elected)</b>	
SAS Committee Education representative	<ul style="list-style-type: none"> <li>• Form the link between their committee and the Education and Training Committee making sure views and plans are represented in both directions</li> <li>• Attend and contribute to Education and Training Committee meetings 4 times per year (including 2 face-to- face meetings per year)</li> <li>• Contribute to the activity and develop the programme of the committee</li> </ul>
Trainees Committee Education Representative	
Juniors Committee Education Representative	



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Representatives (co-opted)	
e-ELCA lead	<ul style="list-style-type: none"><li>• Represent the e-ELCA programme on the Education and Training Committee linking it with APM education initiatives</li></ul>
SAC Chair	<ul style="list-style-type: none"><li>• Form the link between the SAC and APM, updating and consulting on training issues, alongside identifying training needs for the APM to support</li></ul>