

## **Committee for Subspecialty Boards (CSB)**

### **Assessment Subcommittee – Terms of reference**

1. The Assessment Subcommittee is formed under the Committee for Subspecialty Boards (CSB).
2. The Assessment Subcommittee will be formed to evaluate all First Fellow applicants of a new subspecialty and recommend successful applicants for endorsement by the CSB and Council.
3. The Assessment Subcommittee also follows up supplementary or remedial actions for some applicants before they are considered successful.
4. The Assessment Subcommittee will be dissolved following the recognition of the new subspecialty endorsed by both our College Council and the Hong Kong Academy of Medicine, and completed the supplementary or remedial action of all First Fellows.

### **Membership:**

1. The Chair of Assessment Subcommittee should be the President of College or a Fellow with accreditation experience nominated by the CSB if the President has any conflict of interest or is otherwise unavailable.
2. Director of Subspecialty Boards or a Fellow with accreditation experience nominated by the CSB if the Director has any conflict of interest or is otherwise unavailable.
3. A senior member of the College e.g. past president
4. Ex-officio Member appointed by College Council for the new subspecialty
5. Representative from Sister College.
6. External Assessor

Updated: 9 April 2020