Medico Legal Committee

Terms of Reference

1. Purpose

The aims of the Committee are:

1.1 To maintain an oversight of legal matters in relation to:
- the safe practice of orthopaedic and trauma surgery; and
- the preparation of reports for the Courts.

1.2 To inform members of the Association of the changes in the law relating to the practice of
trauma and orthopaedic surgery, report writing and giving evidence.

It co-ordinates the position of the BOA in response to Government and legal profession changes in
policy in relation to medico legal expert and professional witness practice. The Medico Legal
Committee also gives advice to external agencies regarding appropriate expertise to deal with
medico legal questions, both nationally and internationally.

2 Membership

The Committee shall comprise the Chair and no more than six appointed members, at least one of
whom shall be a current Elected Member of Council. Additional members may serve as ex officio or
be co-opted, as required.

3 Chair

The Committee shall elect its own Chair and, in their absence, the Committee shall be chaired by
the elected member of Council. The Chair’s appointment will be ratified by Council. The Chair will
serve for three years and one additional year if it is the desire of the committee and Council. Duties
of the Chair will include:

- Co-ordinating the various activities of the Committee setting roles, tasks and deadlines.
- Chairing Committee meetings twice a year - usually once at the BOA Headquarters in
  London and once by telephone.
- Organisation of the medico-legal instructional session at the annual Congress.
- Co-ordinating the BOA position in response to Government and legal profession changes in
  policy relating to medico-legal expert and professional witness practice.
- Dealing with correspondence from members regarding individual medico-legal issues.
- Giving advice to external agencies regarding appropriate expertise to deal with medico-
  legal questions both nationally and internationally

4 Terms of Office

The term of office will be three years. If a serving member of the committee is appointed Chair, the
term of office will be for three years from the date of appointment. The appointment of the other
members of the committee shall be staggered to ensure some continuity of service.
5 Frequency of Meetings

The Committee shall meet 2 times a year and on any other occasion as may be decided by the Chair, acting on his own or at the request of one or more members. Meetings may be held by telephone conference.

6 Notice of Meetings

The date of the next meeting will be decided at the end of each meeting. The venue, time and date together with an agenda of items to be discussed and supporting papers shall be forwarded to each member of the Committee and any other person required to attend no later than seven working days before the date of the meeting.

7 Duties

- Agreeing Policy Guidelines.
- Reviewing the organisational structure of the Committee and making recommendations for change.
- Identifying and executing the current core activities including education.
- Optimising the allocation and adequacy of the Committee's resources.
- Ensuring the active liaison, co-ordination and co-operation between Committees of the Association.
- Providing a forum for discussion on all medico legal matters pertaining to the Association and the safe practice of orthopaedic and trauma surgery.
- Reviewing the Code of Conduct not more than five years since its last publication or sooner, if necessary, in response to major changes in legislation.
- Acting in an advisory capacity to Council.
- Promoting the education and professional excellence of report writing and the giving of evidence to the Courts.
- Liaising with external bodies including professional and legal associations.