

PLAC SUB-COMMITTEES

This document sets out the management of nominations, appointments and conflicts of interests within the Prostheses List Advisory Committees (PLAC) sub-committees. It is intended that this information becomes embedded in the terms of reference, member guidelines and operation guidelines for each sub-committee.

Clinical Advisory Groups Chair and Member Appointment Process

In consultation with the PLAC Chair, the Department can identify potential membership and, if required, can seek nominations from learned colleges and craft groups for suitably qualified and experienced professionals. Nominations will be sought for either/or Chairs and Members for a PLAC Clinical Advisory Group (CAG).

The Department reviews nominations received and prepares a summary of potential Chairs and Members including any and all matters of actual or perceived conflicts of interest.

The Department in consultation with the PLAC Chair reviews the nominees' summary of expertise.

The PLAC Chair can seek the views of Committee member/s before endorsing a nominee for a CAG Chair position.

The Committee considers the summary of expertise and identifies suitable nominees for a CAG Member position and provides views to the PLAC Chair.

The PLAC Chair endorses each nominee for a CAG Member position.

The Department formally appoints the PLAC Chair's endorsed nominee to the position.

Panel of Clinical Experts Member Appointment Process

In consultation with the PLAC Chair, the Department can identify potential appointment and, if required, can seek nominations from learned colleges and craft groups for suitably qualified and experienced professionals.

The Department reviews nominations received and prepares a summary of potential Members including any and all matters of actual or perceived conflicts of interest.

The Department in consultation with the Committee reviews the nominees' summary of expertise.

The Committee considers the summary of expertise and identifies suitable nominees.

The PLAC Chair endorses each nominee for a Panel Member position.

The Department formally appoints the PLAC Chair's endorsed nominee to the position.

Chair and Member Conflict of Interest Review Process

The Department reviews nominations received and prepares a summary of potential Chairs and Members including any and all matters of actual or perceived conflicts of interest.

1. Chair and Member nominees with a risk rating of Low are progressed to formal consideration.
2. Chair nominees with a risk rating of either Medium or High require consultation between the Department and the PLAC Chair to discuss and agree on the risk rating and risk management approach to be taken for that Nominee. The approach could be either of two options:
 - i. develop a risk management plan that provides guidance on managing the risk in the context of Committee work; or
 - ii. invite the Nominee to choose between declared matter or Committee membership.
3. Member nominees with a risk rating of either Medium or High require the PLAC's discussion and agreement on the risk rating and risk management approach to be taken for that Nominee prior to progressing to formal consideration.