

GMC Medical Advisory Board Statement of Purpose

Purpose

- 1 To provide expert advice to the Executive Board on how we engage with vulnerable doctors in GMC processes.

Duties and activities

- 2 The Advisory Board will, as required:
 - a Receive reports on our Vulnerable Doctors Programme.
 - b Advise on our approach to vulnerable doctors involved in GMC processes.
 - c Advise on policies and guidance to support our approach to vulnerable doctors.
 - d Advise on training for staff on interaction with vulnerable doctors.

Membership

- 3 The Chair of the GMC Medical Advisory Board is a GMC Director or Assistant Director appointed by the Chief Executive.
- 4 The GMC Medical Advisory Board consists of representatives from the Royal College of Psychiatrists, the Royal College of GPs, and the Faculty of Occupational Health, to be appointed by the GMC following nomination from the relevant organisation. An individual doctor will also be invited to sit on the Board.
- 5 Members will be appointed for an initial three year term, and be subject to review as required.
- 6 Additional co-opted members may be appointed from time to time to provide expertise on specific issues.

- 7 The Advisory Board may convene one or more working groups to report to it on specific areas. These groups may comprise Board members and/or co-opted members.

Meetings

- 8 The GMC Medical Advisory Board will meet twice a year.

Working arrangements

- 9 The GMC will provide the secretariat for the Advisory Board and organise the agenda and papers for its meetings. GMC staff will attend meetings as required.
- 10 Agendas will be supported by a mix of papers and presentations. Papers for each meeting will normally be sent electronically to members at least seven days in advance of Board meetings. Copy papers will be posted to members requiring a hard copy.
- 11 Meeting papers and minutes will be published on the GMC website.

Reporting and accountability

- 12 The Board will provide advice to the Executive Board who will take that advice into account in reporting to Council.
- 13 The secretariat will organise updates and reports from the Advisory Board to the GMC Executive Board as required.