

# Terms of Reference (ToR)

## Military, Veterans' and Emergency Services Personnel Mental Health Network



This document is to be read in conjunction with the [Committee Meeting Operations Regulations](#).

### 1. Background

The Military, Veterans', and Emergency Services Personnel Mental Health Network (the Network) was established by the RANZCP Board on 11 December 2017. In February 2020, the Network expanded to incorporate emergency services personnel.

### 2. Purpose and Responsibilities

The Network will assist the Board to promote interest and expertise amongst psychiatrists and trainees in the mental health of military veterans, serving armed forces members, and paid and voluntary serving and ex-serving emergency services personnel. Emergency services personnel includes professionals such as paramedics, police officers, fire fighters and other emergency personnel trained to provide assistance in time-critical, often life-threatening situations.

The responsibilities of the Network are to:

- Provide a forum for the exchange of ideas and knowledge bi-nationally in relation to the mental health of military personnel, veterans, and emergency services personnel.
- Promote and encourage the highest clinical and ethical standards in the delivery of mental health services to military personnel, veterans, and emergency services personnel.
- Act as an expert reference group to provide feedback to the College on clinical matters pertinent to these groups.
- Promote and facilitate research relevant to the mental health of military personnel, veterans, and emergency services personnel.
- Promote further education and training of psychiatrists and trainees in relation to the mental health of military personnel, veterans, and emergency services personnel.
- Assist the College in the preparation of relevant position statements and other memoranda.
- Identify and promote the role of psychiatrists in the multidisciplinary approach to military and veterans' mental health and the mental health of emergency services personnel and participate in appropriate cross-sector initiatives.
- Recommend models of care that will improve the quality of mental health services delivered to military personnel, veterans, and emergency services personnel.
- Identify, report, and manage risks in accordance with college policies.

The Network would not form independent positions or statements, but could assist with the development of joint, or mutually supportive, statements through the Board.

### **3. Reporting Relationships and Reports**

The Network reports to the RANZCP Board and shall provide a report to the RANZCP Board via the CEO's Report.

The Network will work closely with RANZCP senior management, in particular the Executive Manager Bi-National Offices & Partnerships, and Manager, Committees to ensure its responsibilities are met.

### **4. Membership of the Network**

Membership of the Network is open to all interested college members, and other interested professionals working in the areas of military and veterans' mental health and/or the mental health of emergency services personnel.

Non-college members are eligible to join the Network following approval from the Board and on the recommendation of the Network Committee.

### **5. Network Committee Composition and Governance**

The activities of the Network will be led by a committee, established on a bi-national basis.

Membership of the Committee may comprise a maximum of 12 members (fellows/affiliates/trainee), including a Chair and trainee. The Chair must be a fellow of the College.

Calls for nominations will be undertaken by the College's Governance Unit.

The term of office for committee members who are a fellow or affiliate will be three (3) years from the conclusion of the Annual General Meeting (AGM) in the election year of which they were elected/appointed or such later date, until the AGM when the position term is due to fall vacant.

The term of office for the Committee Member who is a trainee will be one (1) year from the conclusion of the AGM in the election year in which they were elected/appointed or such later date, until the AGM when the position term is due to fall vacant.

All positions on the Committee may be eligible for reappointment. Committee members who are a fellow or affiliate may serve a maximum of two (2) consecutive terms i.e., 6 years. The Committee Member who is a trainee may serve a maximum of five (5) consecutive terms.

In the event of a resignation, a casual vacancy may arise. Consideration of whether to call for a casual vacancy position will be undertaken by the Board in consultation with the Governance Unit.

All appointments to the Committee will be made by the Board and members will be appointed based on the skills, knowledge and expertise required to fulfil the Network's responsibilities.

The Committee shall include at least one member from Australia and one member from New Zealand and endeavour to achieve diversity, including for gender balance and jurisdictional spread.

Oversight of the Network will be provided by the Board. The Network may provide information and recommendations to the Board but does not operate independently of the Board.

The Board, in consultation with the Network Chair, may designate specific duties or positions to members of this Committee. For example, a deputy chair may be designated.

In addition to the above members of the Network, relevant staff, will attend all meetings.

## Revision Record

<b>Contact:</b>	<b>Executive Manager Bi-National Offices &amp; Partnerships</b>		
<b>Authorising Body:</b>	Board		
<b>Responsible Committee:</b>	Corporate Governance and Risk Committee		
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<b>Date</b>	<b>Version</b>	<b>Approver</b>	<b>Description</b>
7 July 2023	2.1	B2023/OOS R28	Updated to capture Trainees as part of the Network Committee's composition, to capture committee call for nominations, member terms and casual vacancy provisions, and to remove duplicated information that is contained in the Committee Meeting Operations Regulations.
22 February 2020	2.0	B2020/1 R11	Updated to incorporate emergency services personnel and placed on revised template.
11 December 2017	1.0	B2017/OOS	New document.
<b>NEXT REVIEW: 2024</b>			