



Raising Standards – Protecting Patients

Terms of Reference Curriculum Advisory Group

1. Purpose

The Curriculum Advisory Group (CAG) is established by the Education & Training Committee (ETC) to provide expert, evidence-based advice on the design, review, and continuous improvement of the College's curriculum. The Group ensures that the curriculum reflects best practice in medical education, embeds patient safety and cultural safety, and meets the requirements of the Australian Medical Council (AMC) and relevant regulatory standards.

2. Scope

The CAG will:

- Advise on the development, structure, and delivery of the ACCSM surgical and medical curricula.
- Ensure learning outcomes align with AMC Graduate Outcome Statements, CanMEDS domains, and College objectives.
- Integrate patient safety, cultural safety, ethics, professionalism, and public protection throughout the curriculum.
- Recommend improvements to teaching methods, assessment strategies, and simulation-based training.
- Review external standards, benchmarks, and emerging evidence in cosmetic surgery and medical education.
- Provide feedback on curriculum implementation, evaluation, and trainee performance data.

3. Responsibilities

- Develop curriculum proposals and revisions for approval by the ETC and Board of Censors.
- Review assessment tools and ensure constructive alignment with learning outcomes.
- Map curriculum against external regulatory and safety frameworks.
- Consult with trainees, supervisors, consumer representatives, and external experts.
- Ensure cultural safety and diversity are embedded across all learning modules.
- Identify curriculum gaps and propose innovations in training delivery.

4. Membership

- Chair: Assistant Surgical Dean, or appointed Fellow of the College with curriculum and education expertise.
- At least 4 Fellows representing clinical expertise across all Key Areas of Learning.

- One Medical Educationalist.
- One Consumer Representative (from the Community & Consumer Advisory Group).
- One Trainee Representative (from the Trainee Committee).
- Education Manager.

5. Reporting

The CAG reports to the Education & Training Committee (ETC). It provides recommendations to the Board of Censors for approval. The CAG collaborates with the Public Safety & Patient Protection Committee (PSPPC) to ensure curriculum changes reflect safety priorities.

6. Meetings

The CAG will be convened yearly, with additional meetings scheduled in response to proposed updates / changes to the curriculum. Quorum requires at least 50% of voting members, including the Chair or their delegate. The Group may convene subgroups or working parties for specific curriculum modules.

7. Authority

The CAG is authorised to:

- Access curriculum documents, trainee feedback, and assessment data.
- Consult with stakeholders, including external experts and professional bodies.
- Submit recommendations for curriculum changes to the ETC and Board of Censors.

8. Confidentiality and Conflicts of Interest

Members must maintain confidentiality of deliberations. All conflicts of interest must be declared and managed in accordance with College policy.

9. Review

This ToR will be reviewed biennially by the ETC to ensure alignment with best practice in curriculum design, educational governance, and regulatory requirements.

This policy takes effect from:	22 Sep 2025
Approved by:	ACCSM Council
Next Review Date:	22 Sep 2027