

ICBSE Lay Examiner Committee Representative

Background

Outlined in the Lay Examiner role specification document as agreed by ICBSE, the ICBSE and its Sub-Groups require, as part of their constitution, a Lay representative.

This representation shall be by nomination of the Colleges from within the body of Lay examiners as approved by the ICBSE.

When a vacancy arises, the Colleges shall be invited by the ICBSE Manager to nominate a successor, and the Chairman of the relevant committee shall receive the nominations and agree a process for appointment.

All Colleges can be represented across the spectrum of ICBSE activity however one Representative can be appointed to all committees if required.

The Committees that require a Lay Examiner representative are:

- ICBSE (2 x per year)
- IQA (3 x per year)
- OSCE Sub Group (3 x per year – same day as MCQ Sub Group)
- MCQ Sub Group (3 x per year – same day as OSCE Sub Group)
- DO-HNS Sub Group (2 x per year by teleconference)

Role specification

Once the nomination and appointment process has been completed the successful Lay Examiner will be required to:

- Attend the committee meetings as required (usually 2-3 per year per committee). The meetings are rotated between the four colleges.
- Provide a lay perspective to the items on the agendas and input to the discussions.

Remuneration

The Lay Examiner representative will be reimbursed for any travel and subsistence costs incurred in attending the meetings in line with ICBSE policy. No honorarium will be paid for attendance at the meetings.

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