

# Terms of Reference (TOR)

#### **CANMEDS 2025 ePanels**

#### **Project background**

The CanMEDS Framework is a major Canadian educational resource that is used across the continuum of medical education in Canada. To remain contemporary, the CanMEDs Framework undergoes modifications approximately every 10 years. Since these updates have impacts across the heath care and medical education system, CanMEDS 2025 updates will be conducted under the format of a multi-institutional/orgnanizational project that is co-sponsored by the Royal College of Physicians and Surgeons of Canada (Royal College), Association of Faculties of Medicine of Canada (AFMC), College de Medecins de Quebec (CMQ) and College of Family Physicians of Canada (CFPC).

#### Roles and responsibilities

The CanMEDS 2025 ePanels provide input to the development of the CanMEDS 2025 Framework. There are ePanels for each CanMEDS Role. Their responsibilities include:

- Reviewing and providing feedback on key emerging themes identified in the literature and environmental scan
- Providing early input on the proposed changes as identified by the Expert Working Groups in their Mid-Term Status Reports
- Providing input on the Series 1 draft Framework

The ePanels reports to the CanMEDS 2025 Integration Committee (IC).

#### Composition/membership

#### Identification and recruitment of ePanelists

CanMEDS 2025 aims to develop a framework of competencies that will be used by the diverse community of people who set education and practice standards and who provide quality care to patients. As much as possible, representation on an ePanel will facilitate inclusion and involve individuals with varying availability, perspectives, and expertise. Recruitment will happen as part of a broad recruitment strategy, which includes an open call for interested and engaged contributors.

#### Meetings and commitment

This commitment is expected to require up to 10 hours of time in total. With requests for input happening 2 or 3 times in 2023 and early 2024. Materials for review/input will be circulated and collected asynchronously to ensure maximum flexibility and inclusivity for the ePanelists.

### Recognition

ePanelists will be acknowledged for their contribution on the CanMEDS 2025 webpages.

## Term of office

The usual term of office for all members will be approximately 12 months during the early development phase of this project.

# Support

Administrative support is provided by a designated Royal College project team members who will handle all administrative and logistical arrangements for the group