



## Credentialing Committee

### Terms of Reference

#### **Purpose / Objectives**

The Credentialing Committee has been established to achieve the following components of the CENA strategic plan:

#### *Strategic Area: Practice standards*

- Undertake a pilot of credentialing
- Disseminate pilot outcomes to members

#### **Meeting Frequency**

Minimum quarterly meetings.

#### **Life of the committee**

2 years .

#### **Membership**

Minimum of 6 members made up of:

- CENA Board member (Chair);
- A minimum of one CENA Fellow;
- CENA Members;
- Non-member subject matter experts where required.

#### **Quorum**

Minimum of 50% of the committee membership plus one additional committee member including the chair or their poxy.

#### **Decision-making**

The committee is to form recommendations for the CENA Board.

#### **Reporting**

The committee chair will select a secretary from the committee membership to record the activities and outcomes of the group. The committee chair will report these outcomes to the CENA board.

#### **Financial Delegation**

Nil.

**Alteration of Terms of Reference**

Committee chair to form a recommendation for changes to the terms of reference for board endorsement.

**As agreed:**

Approved: CENA Board December 2015