

Professional Development Council of Tbilisi State Medical University

General Provisions

Article 1. General provisions

1. The article determines the competence, creation and the scope of activities of the professional development council (hereinafter referred to as the ‘council’)
2. The main objective of the council is as follows; to implement all the necessary activities for professional training/retraining and continuous professional development (hereinafter CPD) after holding a diploma.
3. The council promotes the organized development of the professional training/retraining and the continuous professional development and ensures its functioning.
4. The council’s activity is regulated in accordance to the charter of tsmu, institute of postgraduate medical education and the continuous professional development, hereby act, the law of Georgia on the medical practice .the healthcare law, the law of Georgia on higher education, other laws and subordinate acts.
5. The council collaborates with the academic council of Tbilisi state medical university, with the ministry of health, labor and social affairs of Georgia, and the ministry of science and education.

Article 2. The tasks and functions of the council

1. Considering issues, preparing recommendations and approval, related to the postgraduate training/retraining and the continuous professional development,.
2. Preparation of the systems of the postgraduate medical education and the continuous professional development, preparing the recommendations related to the determination of teaching methods and its affirmation.
3. Adoption of the resolution related to the accreditation of the postgraduate medical education (residency) fellowship and the continuous professional development programs , approval of proposals.

4. Methodic recommendations of the clinical practice, standards and guidelines for clinical care, adoption of the resolution related to these issues
5. Preparing recommendation for a later accreditation procedures for postgraduate medical education (residency), retraining, specialization and continuous professional development.
6. Defining the duration and capacity of the medical specialist training, subspecialty and continuous professional development, approval, adoption of recommendations and its introduction for approval to the ministry of labor, health and social affairs of Georgia.
7. Evaluation of the implementation quality of the postgraduate medical education training, specialization and continuous professional development programs and submission of recommendations.
8. Problem analysis related to the postgraduate medical education (residency) training, subspecialty and continuous professional development programs, expertise of adequate tools and confirmation of methodic recommendation connected with implementation.
9. Training of medical and non-medical personnel and ensurance of the continuous professional development systems considering the requirements of various types of medical institutions.
10. Considers the issue of the affiliated clinic and awarding the status of clinic professor, for confirmation introduces to the academic board of tsmu.
11. Preparation of the amendments and any changes to the general provisions and presentation to the academic board for approval
12. Considering an annual report of the board for verification.

Article 3. The council structure and organization.

1. **The council composition is comprised of 25 members.** (proved 06.07.18; 23/9).
2. **The council structure shall be approved for a term of 3 years by the academic council of the tsmu.**

3. The council meetings are signed by the minutes, the secretary ensures the continuous registration implemented by the institute of postgraduate medical education and continuous professional development. All the materials that are related to the agenda issues shall be attached to the minutes. The authenticity of the minutes shall be proved by the signatures of the speaker and the secretary.

4. The minute of the professional council meeting includes:

4.1 the date and place of the meeting.

4.2 list of the members of the meeting and the persons invited.

4.3 agenda of the meeting.

4.4 decisions made.

5. The professional council is entitled to make decisions on all the issues within its competence.

6. Special group of specialists and experts shall be created in order to perform the functions in a council. Within the scope of its activity, upon requirement invitation of international and independent experts is possible

7. The grounds of dismissal of members of the council shall be;

7.1 acknowledgement as incapable or having limited capability by the court, if other cases are not defined by the legislation;

7.2 entry into force of a conviction;

7.3 own request;

7.4 rough and systematic violation of code of ethics and disciplinary liability norms;

Article 4. The rules of activities of the council

1. The chairperson performs the functions prescribed and approved by the council on the basis of the agenda;
2. The council is entitled to conduct meeting and make a decision by the majority of votes if attended more than a half of the members of the council;
3. The council meeting is held once in a 3 months;
4. The extraordinary session is held upon the decision of the speaker or the chairperson.

Article 5. Transitional provisions

Before enactment of this statute, the structure of academic council shall come forth with the requirement envisaged by the statute

After the enactment of the statute, statute of the council of professional development adopted by the order no 24/4 as of February 25, 2011 of the academic board of the tsmu shall be considered invalid.