

## **Terms of Reference – Credential of Training Committee**

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### **Role**

The Credential Committee at KIMS is a committee established by the Secretary General by an administrative decree (62/2014) to evaluate the credential of training of physician and dentist. The committee report to the Secretary General.

### **Responsibility and Authority**

The credential committee is responsible to the Secretary General. The Credential of Training Committee is responsible for:

- Evaluate and credential training of physician and dentists.
- Draft certificates of credential of training.

The applicant shall submit his application using standardized application form (attached).

### **Composition of the Committee**

This committee will be comprised of representatives of KIMS senior educational Offices, and the concerned specialty faculties.

#### Membership:

Assistant Secretary General for Technical Affairs  
Accreditation and Quality Affairs, Director  
Postgraduate Education, Director  
Examination Office, Director  
Chair of related Specialty Faculties

**Chair**

### **Term of Office**

The usual term of office of the chair for three years. The chair is appointed by the Secretary General. The usual term of office of members is three years

### **Meetings**

The Credential Committee meetings will be conducted at least once a year and as needed. Quorum consists of a majority of the voting members of the committee (50% plus one). The chair shall only vote when the vote is conducted by secret ballot or when it is necessary to break a tie.