

# British Association of Prosthetists and Orthotists: Research Committee Objectives and Terms of Reference

**Committee Name:** Research Committee

**Type:** Standing Committee

## 1. Purpose

The Research Committee of the British Association of Prosthetists and Orthotists (BAPO) is established to facilitate and promote research activities within the field of prosthetics and orthotics (P&O) in the United Kingdom.

## 2. Scope and Objectives

The primary objectives of the Research Committee are as follows:

- **Increase and support participation of P&O within research settings:** Encourage and facilitate active involvement of P&O professionals in research activities.
- **Identify and reduce barriers for P&O research:** Identify and address barriers and challenges that hinder P&O research, including but not limited to knowledge of opportunities and access to funding.
- **Respond and engage with consultations relating to research:** Actively monitor and respond to research studies and research related initiatives from relevant stakeholders.
- **Provide P&O relevant research guidance, resources, and support:** Offer guidance, resources, and support to P&O clinicians and researchers undertaking research and research related initiatives.
- **Promote and support research skills in P&O students and early graduates:** Promote research skills and literacy among P&O students and early career professionals.

## 3. Membership

The Research Committee shall consist of BAPO members. There shall be a maximum of 12 members, in addition to the chair and vice chair.

The committee shall endeavour to ensure representation from both prosthetist and orthotists in its members. Additionally, the committee shall endeavour to ensure representation of NHS employed clinicians, privately employed clinicians, and P&O researchers employed in academia in its members.

## 4. Meetings

The Research Committee shall meet at least three times a year, to discuss ongoing activities, progress towards objectives, and any emerging issues or opportunities.

Additional meetings may be scheduled as needed to address specific matters or initiatives.

#### **5. Quorum:**

For decisions to be made in meetings of the Research Committee, a quorum must be present. The quorum shall be defined as 50% of the total committee membership. Any decisions made in the absence of a quorum shall be considered provisional and subject to confirmation at the next meeting where a quorum is present.

#### **6. Reporting**

The Research Committee shall provide regular reports to the BAPO Executive Committee on its activities.

#### **7. Review and Amendments**

These terms of reference shall be reviewed every three years. They may be amended or revised as necessary to reflect changes in the scope, objectives, or activities of the Research Committee, with approval from the BAPO Executive Committee.

#### **8. Effective Date**

These terms of reference shall take effect upon approval by the BAPO Executive Committee and shall remain in force until amended or revoked by subsequent agreement.

Approved by:

A handwritten signature in black ink, appearing to read 'Eileen Morrow', written in a cursive style.

**Name:** Eileen Morrow

**Role:** Chair Research Committee for British Association of Prosthetists and Orthotists

**Date:** 7<sup>th</sup> September 2024