

**College of Medical Laboratory Technologists of Manitoba**

**Terms of Reference**

<b>Position Reference</b>	<b>Policy Number</b>
<b>Job Description</b>	PR-7
Public Representatives on Council	<b>Date of Approval</b>
	December 11, 2013
<b>Responsible Authority</b>	<b>Date of Revisions</b>
CMLTM Council	September 14, 2016
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Responsibilities of the CMLTM Council Public Representative include the following:

1. An active member of the CMLTM Council.
2. Regularly reviews the Legislation, By-Laws and Regulations governing the CMLTM.
3. Reviews all Council meeting documents prior to the meeting and regularly attends Council meetings.
4. Overviews all CMLTM business from the perspective of a member of the public, and as a patient or a potential patient.
5. Provides input on issues related to CMLTM committees (CCC, BOA, Complaints Committee, Inquiry Committee, Newsletter etc.).
6. A resource for CMLTM Council as well as for the Minister of Health.
7. Attends Council training and strategic planning as needed.
8. Performs other duties as required by the Council.