



Canadian Medical and Biological Engineering Society
Terms of Reference
CMBES International Outreach Committee

PURPOSE

The Committee will pursue and develop opportunities for CMBES members to participate in volunteer programs to support Clinical Engineering initiatives and Health Technology Management in developing countries and will work to promote and support increasing the effectiveness of donating medical technologies and improving clinical engineering expertise in developing countries.

RELATIONSHIP TO OTHER COMMITTEES

The committee is a standing committee of the CMBES executive. The chair appoints members to the committee from the membership and may appoint non-members as advisors as appropriate. Meetings are held at the call of the chair.

ROLES AND RESPONSIBILITIES

The International Outreach Committee strive to fulfil its mandate through the following activities:

- ❖ To raise the interest of Canadian Biomedical Engineering professionals in doing international work and develop opportunities for CMBES members to participate in volunteer programs to support Clinical Engineering initiatives in developing countries.
- ❖ To establish mutually beneficial ongoing relationships between Biomedical Engineering professionals, healthcare leaders and charitable organizations supporting Biomed initiatives in developing countries and the CMBES membership. This may include developing or participating in training workshops, webinars, or conferences to promote improved Health Technology Management. This may involve travel to these countries as necessary.
- ❖ To manage the “Tools for Techs” web site (tools4techs.ca). The fundraising for the Tools 4 Techs initiative is done via crowd funding. Funds donated are automatically deposited to the CMBES bank account. The committee reviews applications for funding for tools to be used by front line clinical engineering staff in low resource countries. Applications are

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reviewed on a case-by-case basis. Approved applications are forwarded to the CMBES treasurer for reimbursement. Documentation must be provided for all tools purchases.

- ❖ To manage and review Travel Grant applications for international outreach work in conjunction with the CMBES executive. Travel grants are funded from CMBES revenues, not from the Tools for Techs fund. There is a budget allocation for one travel grant per year. The travel grant is for a fixed amount that is meant to partially cover travel expenses.
- ❖ To promote increasing the effectiveness of equipment donations to developing countries by educating donors about existing WHO guidelines for equipment donations and providing support for adapting the guidelines to local contexts both in Canada and in developing countries.
- ❖ To research sources of funding to support its objectives and facilitate ease of access for individuals to provide donations. The committee shall apply for program funding from agencies that support international development. The committee will endeavour to minimize its impact on CMBES administrative costs. If funding is obtained, it will be administered by CMBES, and must include an administrative component to defray the cost of CMBES administrative support.
- ❖ To establish mechanisms to offer volunteer opportunities to members on a fair, transparent, and equitable basis.
- ❖ To report to the CMBES executive on a regular basis, not less than once every six months.
- ❖ To perform other activities that the committee deems appropriate to our mission.

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