

Bariatric Surgery Advisory Committee

Division of Medicine

TERMS OF REFERENCE

Governance

The Bariatric Surgery Advisory Committee (BSAC) operates within the Division of Medicine, Canberra Health Services (CHS). It is facilitated by the Department of Bariatric Medicine (DBM).

Purpose

The BSAC assesses the suitability of patients who are seeking publicly funded metabolic bariatric surgery (MBS) in the form of laparoscopic sleeve gastrectomy (LSG) for weight loss and associated health improvements.

Patient Eligibility for Presentation at BSAC

For patients to be presented at BSAC, they must have:

- Engaged with the DBM or another specialist comprehensive CHS weight management service for a minimum of six months
- Demonstrated ability to maintain an appropriate lifestyle
- Completed the DBM Life After Bariatric Surgery (LABS) group education
- Attended the DBM Informed Eating (IE) group sessions, if clinically indicated.

Patients engaged with other CHS specialist comprehensive multidisciplinary weight management services may be presented at BSAC by their treating team for consideration of MBS. Other specialist services must provide an equivalent program to that provided by DBM both before and after surgery.

All patients who are presented at BSAC must meet the selection criteria as per the *CHS Publicly Funded Bariatric Surgery Selection Criteria* document.

Presentation and BSAC Tasks

The following steps are typically followed to ensure the BSAC meeting runs efficiently and effectively:

- **Review Patient Summaries:** Review summaries of patients referred for MBS.
- **Advise on Patient Suitability:** Provide expert clinical advice on patient suitability for referral for MBS and their pre-surgery optimisation.
- **List for Bariatric Surgery:** Compile a list of patients who are deemed suitable for MBS. If demand exceeds surgical capacity, the wait list will be based on surgical capacity and clinical need. The list will not be booked more than six months in advance.
- **Monitor Key Performance Indicators (KPIs):** Monitor KPIs for publicly- funded MBS including wait times, number of surgeries performed per financial year, average length of stay and post-operative outcomes.

Meeting Schedule & Process
<ul style="list-style-type: none"> • Frequency of Meetings: BSAC meetings will be held approximately every 2-3 months. • Out-of-Session Decisions: When necessary, the BSAC may consider decisions outside of regular meetings. • Agenda Distribution: An agenda, along with the relevant attachments, will be distributed to all BSAC committee members 72 hours prior to the scheduled meeting. • Minutes: Draft minutes and an action item list will be distributed within 2 weeks of the meeting to ensure timely completion of action items. • Management of Minutes and Action Items: Minutes and action items will be managed by the DBM.
Quorum
Minimum staff required for a quorum: Bariatric Surgeon, 2 x DBM Staff Specialists and Bariatric Surgery Coordinator.
Chair
Chair: DBM Staff Specialist
Secretary
Bariatric Surgery Coordinator

Membership	
Position Title	Incumbent
BSAC Chair (Chair)	Louise Brightman
Bariatric Surgery Coordinator (Secretary)	Rebecca Clayton
CHS General Surgeon	Edwin Beenen
DBM Unit Director	Deborah Inman
DBM Staff Specialist	Ashvini Munindradasa
DBM Staff Specialist	Richard Singer
DBM Staff Specialist	Yashneel Prasad
DBM Psychologist	Yolanta Lenar
General Practice Representative	Anne-Marie Svoboda
DBM Registrar	Rotational
DBM Registered Nurse	Rotational
Consumer Representative	Vacant
Other attendees: Health professionals including those involved in the clinical care of patients being presented at BSAC (as invited or agreed by the Chair)	As required for presentation
TOR Review Frequency	
Annual	

Authored by:

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Title: Bariatric Surgery Coordinator and BSAC Chair

Endorsed By:**Date:**

Name: Dr Deborah Inman
Title: Unit Director
DBM, CHS

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