

## **ISSCD Committee – terms of reference**

### **DIRECTIONS; Dietary contaminations - REfractory ComplicaTions - ONgoing Symptoms**

The ISSCD Board will appoint a Chair who, along with the ISSCD Board, will convene a committee of experts in the field with broad clinical and scientific expertise in non-responsive celiac disease and ongoing symptoms.

#### **Role**

The role of the Committee is to advance the ISSCD's Objectives (ISSCD Statutes Section 2.1 and 2.2) in relation to promoting scientific knowledge, education and quality of care of patients with non-responsive coeliac disease and ongoing symptoms.

#### **Remit**

Specifically, the Committee will:

- Recommend research priorities intended to advance improved diagnosis and treatment.
- Promote collaboration through data sharing between clinicians and researchers
- Establish and regularly update evidence-based guidelines for management of specific complications of celiac disease (CeD).
- Stimulate the development of high-quality Investigator-Initiated Studies (IIS) in non-responsive CeD.
- Assist investigators developing IIS.
- Address specific enquiries and requests to ISSCD relating to complications of CeD.
- Take responsibility for sessions dedicated to non-responsive CeD at the International Celiac Disease Symposium (ICDS) and ensure the best clinical and scientific rigour.
- Interact with other ISSCD Committees.
- Provide content for the ISSCD website, e-newsletters and social media channels.

#### **Membership**

Members are:

- The Board will appoint the Chair of the Committee
- The Committee members would be appointed by the Chair and the ISSCD Board.
- The Committee will be composed of eight members, including the Chair, but may be enlarged by agreement with the ISSCD Board.

In attendance shall be:

- Chair and Committee members
- ISSCD Board Members may attend the meeting as required
- Ad hoc appointees

ISSCD administrators may attend the meeting as required.

### **Meetings**

The Committee will meet at least three times a year. The Committee may meet additionally to discuss specific issues at the request of the Chair. The Committee will report at least annually to the ISSCD Board. Meetings will be held online, except for meetings during the ICDS or other conferences. Notes and actions from meetings will be minuted.

### **Selection process:**

ISSCD members will be notified of Committee vacancies on the ISSCD website and/or by other electronic means. Expressions of interest for Committee membership will be reviewed by the Chairperson who will provide their recommendations to the ISSCD Board for final approval. The members of the Committee will be selected by the Chair and ISSCD Board based on their proven clinical and scientific experience in the field.

### **Conduct**

Members of the committee will be formally announced on the ISSCD website and are not permitted to publicly promote themselves as members of the committee e.g. on third party websites or social media platforms. Committee members do not have authority to speak on behalf of or represent the ISSCD, unless authorised by the ISSCD Board. All members of the committee must complete a conflicts of interest and confidentiality form and at each committee meeting they must disclose any new conflicts of interest that may have arisen.