

AMA(SA) Committee of General Practice [CGP]

Terms of Reference

Establishment

The AMA(SA) Committee of General Practice ('Committee') is established by AMA(SA) Council and its terms of reference require AMA(SA) Council's approval.

Objectives and Responsibilities

1. Identify and represent to AMA(SA) Council the views of the AMA(SA)'s Council of General Practice (GP) members (including GP trainees).
2. Inform GP members of contemporary issues and represent their views to AMA(SA) Council and to the Federal AMA Council of General Practice.
3. Provide expert opinion to Council as requested.
4. Provide advice and make recommendations to the AMA(SA) Council on policy decisions and appropriate GP initiatives and reforms.
5. Support GP organisations which promote the proper recognition, remuneration and integration of general practice as directed by CEO or President.
6. Submit nominations to AMA Council for consideration as representatives on outside bodies/organisations as requested.
7. To promote AMA(SA) and the value of membership to the GP community.

Membership

The Committee will appoint a Chair for a term of no longer than 2 years and a Deputy Chair for a term of 12-months. Both positions can be re-elected at the end of the term.

The Committee will comprise of GP's who are AMA members.

To join the committee expressions of interest which would include a CV of the person expressing interest will be presented to the Chair together with CV of the person expressing interest

Expressions of interest shall be considered and discussed at the next convenient meeting of the SA AMA CGP. Appointments to the committee need to be agreed to by a simple majority vote at a committee meeting.

The committee shall comprise

one representative of the following:

- Fed AMA Council of General Practice, South Australia
- Fed AMA Councillors, GP Craft group
- AMA(SA) Councillors, GP Craft group representative
- AMA(SA) President or his /her nominee.

at least one elected representative from the following categories

- GP members practising in rural/regional South Australia
- GPs practising in each PHN (Adelaide and Country) as representatives for the region in which that GP practises.
- GP practice owners in South Australia.
- GPs who are not practice owners in South Australia.

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- AMA(SA) Doctors in Training [DiT] Committee Representative [GP Registrar]

The Committee will operate with a minimum of one elected member from each category listed above.

Should the Committee consider that a specific skill set is required, which is not reflected in the current Committee composition, the Committee, by a simple majority vote may appoint additional members to provide this representation.

The committee will not exceed a total of 14 members.

AMA(SA) members may be invited to attend as observers from time to time.

The Committee will meet at least four times (quarterly) each year. Additional meetings may be scheduled to accommodate additional committee demands.

Reasonable notice of the meetings (7 days) and the business to be conducted will be given to the members of the Committee. In cases of urgency 7 days' notice may not be able to be given

A quorum of more than half the committee members must be present for the meeting to proceed.

Confirmed minutes of all meetings will be signed by the Chair and kept by AMA(SA) administration.

An electronic meeting may be called to address urgent matters as determined by the Chair.

Members who cannot attend in person will be accommodated and offered to attend virtually (e.g., rural members).

Review

The Committee will undertake a 2-yearly review of its objectives and responsibilities in line with the term of Chair.

Reporting Procedures

Copies of the Committee's agendas and minutes will be made available to AMA(SA) Council.