

AMA AMHSP Council

Terms of Reference

A. Purpose

The AMHSP Council brings together AMA physician leaders involved in the Academic Medicine Health Services Program to develop a common understanding of the needs and concerns of academic physicians.

B. Roles and Responsibilities

- Share and discuss activities, concerns and opportunities in academic medicine.
- In collaboration with the AMHSP Representative Forum delegates, serve as the voice for AMA communications with grass roots physicians involved in academic medicine.
- Identify representation needs of academic physicians and where possible, develop consensus advice on how the AMA can meet those needs.
- Provide advice to AMA representatives to the Provincial Operations and Strategy Committees.
- Provide advice to AMHSP delegates to the RF.
- Provide other advice to the AMA CEO and AMA Board as requested.
- Support the appointment of AMHSP delegates to the RF as specified in the AMA bylaws.
- Recommend to the CEO a nominee for the AMA representative to the Provincial Operations Committee and any similar or successor committees.
- Recommend the appointment of members to the AMHSP negotiating committee when the AMSHP is re-negotiated in 2 years or such other committee that may be established for the representation of all AMHSP physicians.

C. Composition

The council will be composed of:

- The AMHSP representative from each AMHSP plan elected as per the AMA bylaws.
- The AMA representative to the Provincial Operations Committee.
- The AMA representative to the Provincial Strategy Committee or delegate.
- One (1) representative from amongst physicians considering participation in the AMHSP, appointed by the AMA CEO if required.
- One co-chair from Edmonton and one from Calgary shall be chosen from and by the council.

D. Operations

- The council shall meet at least four times per year, either face-to-face, via videoconference or teleconference facilities.
- One of the meetings shall be held prior to each RF meeting to facilitate consensus amongst AMHSP delegates and provide a mechanism to bring key matters forward through the RF.
- The council operates on a consensus based decision making model. Where consensus cannot be reached the decision shall be determined by a majority vote.
- Council members shall engage and report back to their constituents on the activities of the council.

E. Support

- AMA staff will provide secretariat support to the council.
- Members are eligible for honoraria and expense reimbursement in accordance with the AMA's honoraria and expense guide.

F. Accountability

- Council members are accountable to the constituents that elected them.
- The council is advisory to its members and the AMA.
- The council shall report its discussion to the board by distributing the minutes of its meetings.