

# Specialty Care Alliance

## Terms of Reference

### **Context:**

The Alberta Medical Association (AMA) and participating AMA Sections agree to establish a Specialty Care Alliance (SCA). The alliance supports strategic discussions and does not replace any existing formal authority. SCA can coordinate and inform broader strategic topics for professional issues and system stewardship. The purpose is to provide a mechanism for AMA and its specialty sections to engage as a group on various topics including integration of care, income equity, quality patient care, access to services, system innovation, physician supply, and other activities of common interest.

### **Mandate:**

The Specialty Care Alliance (SCA) provides the forum for the unified voice of Specialty Care physicians in the consideration of issues within Specialty Care. Representatives from sections of Specialty Care and key stakeholders will form an alliance to advance their common interests and shared goals. The SCA:

- Coordinates activities and provides advice to member constituent bodies when requested.
- Ensures alignment of activities as appropriate and where required.
- Discusses issues and activities related to Specialty Care.
- Oversees specific projects that are mutually beneficial and have been approved by its constituent organizations.
- Is resourced through contributions from constituent organizations.
- Recognizes the continued independence of AMA Sections.

The SCA will not undertake any actions or communications on behalf of the constituent organizations without clear direction of the collective expectations and sponsorship of those organizations.

### **Authority:**

The SCA is a delegated authority and responsibility from and through its member constituents for specific activities and defined projects, ensuring that each organization retains its individual identity and internal resources and controls.

### **Principles:**

- Enhance quality and value of health care provided to Albertans.
- Improve specialist integration with primary care partners.
- Improve access to specialist care for all Albertans.
- Enhance the well-being of specialist physicians.
- Collaborate in quality and health system improvement.
- Advocate for innovation in health systems and models of care.

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### Activities:

- Discuss issues and provide advice to appropriate constituent bodies.
- Align and support joint communication with constituent bodies, when so directed.
- Review and advise where the constituent bodies deem appropriate and necessary, issues affecting Specialty Care physicians.
- Identify policy needs, broad objectives and seek alignment and coordination among constituent organizations.
- Serve as a forum for external stakeholders to raise awareness of issues or opportunities that may have a broad impact on Specialty Care Physicians.
- Provide regular updates and status reports on SCA related activities to the constituent organizations.
- Perform annual self-review and provide results to the constituent organizations.

### Composition:

The SCA shall be comprised of the following:

- 8-12 members elected by the specialty sections membership.
- One Chair and one Deputy Chair elected by the Committee.
- The Executive may be expanded to include external groups in future.
- At the request of the SCA, the AMA Board may designate board member(s) to join as non-voting members.

### SCA Meeting Chair:

The meeting Chair shall be the facilitator of the meeting process, including:

- Organizing the work and information requirements of the SCA into a structured meeting agenda.
- Keeping the meeting on track with the agenda and process checks to meet objectives.
- Ensuring that adequate participation/discussion is full and equal.
- Reaching decisions and actions from collaboration and consensus.

The **SCA Deputy Chair** shall support the SCA Chair upon request, including participating in planning for meetings, and chairing SCA meetings when required.

### Term:

The members of SCA will serve three year terms in an overlapping manner.

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### Meetings:

- Meetings will be held at the call of the Chair.
- Meetings will be held electronically (i.e., Video/teleconference).
- The SCA will meet a minimum of two times per year.
- Quorum for meetings constitutes attendance by 50% of elected Specialty Care Alliance members (voting members).

### Decisions:

Decision-making shall occur by consensus by the elected Specialty Care Alliance members.

### Resources:

- Administrative support shall be provided through a budgeting and approval process of, and by, the Alberta Medical Association.
- Financial support for projects and activities shall be through a budgeting and approval process of and by the constituent AMA Sections and member organizations.

### Evaluation:

The SCA will complete an annual self-evaluation.

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### Document History:

Developed: September, 2017

Revised: April 18, 2018

**Adopted: June 20, 2018**