



TERMS OF REFERENCE RURAL DOCTORS PRACTICE GROUP

Definition

The Rural Doctors Practice Group (RDPG) is formed in accordance with the AMA (WA) Constitution as Rural Doctors.

For the purposes of membership of the special interest group Rural Doctors, a rural doctor is a Medical Practitioner who works predominantly in an area that is defined as regional, rural or remote by any recognised Australian Government Rural Classification System, or who has relevant experience in regional, rural or remote practice.

Objective

The objectives of the Rural Doctors Practice Group (RDPG) is as follows:

- (g) Identify issues that relate to the delivery of health services in regional, rural, and remote areas of Australia and provide advice and background material to Council.
- (h) Make recommendations to Council regarding appropriate policy positions, strategies, and actions for the AMA on regional, rural, and remote medical and workforce issues.
- (i) Develop draft AMA (WA) policy papers and revisions of existing position statements on relevant issues affecting the delivery of health services in regional, rural, and remote areas, for consideration and adoption by Council.
- (j) Liaise with other AMA (WA) Committees to ensure consistent views on issues of mutual interest.
- (k) Develop and maintain working relationships with other organisations associated with the delivery of health services in regional, rural, and remote areas of Western Australia.
- (l) Consider other issues as requested by Council.
- (m) From its membership, represent the AMA (WA) on external committees.
- (n) Engage directly and disseminate information to Rural Doctors in WA in an efficient and timely manner.
- (o) Ensure consultation and communication between Rural Doctors and the AMA (WA) Management

Membership

- (a) The RDPG membership composition should reflect the AMA (WA) membership and profession more broadly, with a view to increasing inclusivity, diversity and the breadth of representation.
- (b) The membership target is 40 per cent female, 40 per cent male and 20 per cent flexible.



- (c) Members must be financial members of the AMA (WA).
- (d) Members will be sought from those who engage in Rural Practice, acknowledging the geographic spread and the different specialties involved.
- (e) The Committee shall consist of one Chair and at least one Vice-Chair(s). The Chair and Vice-Chair(s) shall be elected by the Committee. The terms are 2 years and re-nomination is allowed with a maximum of four consecutive years. Terms should normally expire in December.
- (f) Appointment of the Practice Group Chair and Vice-Chair(s) must be endorsed by the AMA (WA) Board chair and ratified by the Board.
- (g) In the event of early resignation, nominations for a replacement will be called for immediately and voted on at the next scheduled meeting.

Process and Procedures

The processes and procedures of the Committee are as follows:

- (a) All meetings will be chaired by the Chairperson or the Vice Chairperson.
- (b) A meeting quorum will be 3 members of the RDPG.
- (c) A member of the RDPG may be represented by a proxy at the meetings. The Chairperson and AMA (WA) must be advised at least four hours prior to the meeting.
- (d) Where practicable, decisions will be made by consensus (i.e. members are satisfied with the decision even though it may not be their first choice). If not possible, the decision will be made by majority vote with the RDPG Chairperson having a casting vote, where necessary.
- (e) Meeting agendas and minutes will be provided by the AMA (WA). This includes preparing agendas and supporting papers and preparing meeting notes and information.
- (f) Meetings will be held bi-monthly, with a minimum of six meetings per year, at the AMA (WA) offices or via electronic means where applicable.