



Southern African HIV Clinicians Society

Private Sector HIV Clinicians Network

Terms of Reference

Date: 23 September 2016

1. Introduction

The Private Sector HIV Clinicians Network (the Network) is constituted as a recognised special interest group by the Board of the Southern African HIV Clinicians Society (the Company) in terms of section 72(4) of the Companies Act no. 71 of 2008 read with Regulation 43 of the Companies Regulations, 2011 and clause 4.5 of the Memorandum of Incorporation to represent its members (registered medical practitioners) involved in the treatment and care of privately funded patients with HIV.

These terms of reference are subject to the provisions of the Companies Act, the Company's Memorandum of Incorporation and any other applicable law or regulatory provision.

2. Purpose of the terms of reference

The purpose of these terms of reference is to set out the Network's role and responsibilities as well as the requirements for its composition and meeting procedures.

3. Vision of the Network

To be the "voice" of Medical Practitioners and Patients in the private sector, in regards to HIV care. In addition, to provide an opportunity to bridge gaps between Medical Practitioners, Managed Health Care Companies and Patients, in order to ensure the best training, best quality of care, and best HIV treatment and care packages.

4. Objectives of the Network

- a) Implement best international evidence-based care for patients;
- b) Incorporate new developments in HIV as quickly as possible;
- c) Act as Patient and Medical Practitioner advocates;
- d) Enhance the quality of care provided by mentoring, upskilling and professional development of medical practitioners.

5. Composition of the Management Committee of the Network

The Management Committee (Manco) comprises at least five elected members eligible to act on behalf of the Network.

The Manco members must collectively have sufficient qualifications, relevant registrations and have peer recognised experience to fulfil their duties and to represent the members of the Network.

The CEO or delegated senior staff member of the Company shall be the secretariat for the Manco.

The members of the Network will elect the Manco members, of whom at least one person is also a non-executive director of the Board of the Company.

6. Membership of the Network

The criteria for membership eligibility include:

- a) A member of the Southern African HIV Clinicians Society in good standing;
- b) Have an interest in HIV and a commitment to best HIV practice;
- c) Be a medical practitioner in private practice, or partial private practice.

The Manco reserves the right to set additional criteria, including accreditation criteria, for members.

7. Chair of the Manco

The Management Committee will elect its Chairperson, who is not the Chairperson of the Board of the Company.

8. Quorum of the Manco

The quorum shall be three Manco members in good standing.

9. Meetings of the Manco

As required, but not less than annually.

10. Minutes of meetings of the Manco

Meeting minutes shall be taken by the secretariat and circulated to Manco members.

11. Duties of the Manco

The Manco has the following functions:

- a) To establish a network of private sector medical practitioners, who are in good standing with the Company;
- b) To continue to publish the names and relevant contact details of the medical practitioners on the Company's website, illustrating their interest in HIV care in the private sector;



- c) To establish an expert panel to review complex cases;
- d) To mentor medical practitioners within the Network;
- e) To provide appropriate training and accreditation of medical practitioners on this network, as well as any other interested parties, at an appropriate cost;
- f) To continue to advance and facilitate clinical protocols, formularies as pertaining to the private sector, based on best international and local evidence/practice;
- g) To liaise with organisations in the private sector in order to further the aims and objectives of this Network;
- h) To contribute to and liaise with other Southern African HIV Clinicians Society committees;
- i) To, in due course, investigate providing dispute resolution processes and legal and medical advice;
- j) The Manco, in conjunction with the CEO of the Company, will speak on behalf of the Network.

12. Financial and Contracting by the Manco on behalf of the Network

- a) The Network can charge fees and receive money, facilitated by the Company.
- b) The Network can reimburse individuals for work done.
- c) The Network can look to charge fees/annual retainers to companies for services provided.

13. Reporting

The Manco is responsible to draw matters within its mandate to the attention of the Board of the Company as occasion requires.

The secretariat will provide summary reports to the Board of the Company on a quarterly basis.

14. Approval

These terms of reference were approved by the Board of the Company on 09 December 2016 and will be due for review on annually.

The Network will be managed as any Society interest group and subject to the same conditions.

