

SASKATCHEWAN MEDICAL ASSOCIATION

ECONOMICS COMMITTEE

Terms of Reference

1.0 Role

To provide oversight and make recommendations on matters pertaining to socio-economic well-being of fee-for-service and non-fee-for-services physicians of Saskatchewan.

2.0 Responsibilities

The Economics Committee shall:

- Study socio-economic and political developments as they affect the economics of providing medical care to the residents of Saskatchewan.
- Study ways and means of effecting adjustments in income of both fee-for-service and non-fee-for-service physicians and make recommendations to the SMA Board of Directors.
- Develop policy statements regarding physician remuneration and alternate payment plans and to act as a clearinghouse for members in regards to information regarding physician payment mechanisms.
- Develop appropriate criteria for evaluating physician payment mechanisms.
- Review and approve the amendments to the Payment Schedule proposed by the Tariff Committee.
- Be available to consult with the Medical Compensation Review Committee and Workers' Compensation Board Negotiating Team with respect to fee-for-service negotiations.
- Allocate to the Sections the money negotiated by the Medical Compensation Review Committee or the Payment Schedule Review Committee.
- Support a framework for the negotiation of alternative (e.g. salaried and contract) physician remuneration.
- Support a framework for negotiations with the Workers' Compensation Board.
- Interface from time to time with the Ministry of Health's Medical Services Branch to exchange ideas/information.

- Develop and maintain the SMA Fee Guide to Uninsured Services (a.k.a. Relative Value Guide), the uniform application of which will provide equitable remuneration for a comparable amount of work done by practitioners in the various branches of medicine.
- Nominate the Tariff Committee.
- Study such other matters as may be referred to it by the Board of Directors.

3.0 Membership, Attendance & Term

The Economics Committee is appointed by the SMA Board of Directors and will consist of:

- the chairperson, and
- up to nine members
 - members shall be chosen to represent a balance of economic expertise and perspective, including representation of physicians working under alternate payment plans

None of the appointees shall act as Section representatives to the Intersectional Council.

None of the members shall be members of the Tariff Committee.

The Committee may invite for liaison purposes:

- Section representatives and/or individual physicians,
- members of other SMA committees

A committee member who does not uphold their responsibilities or misses three consecutive meetings without a reasonable explanation will be asked by the Chair to resign from the committee. If the member refuses to resign, a vote shall be taken on the removal of the member from the committee.

The term of a committee member is two consecutive, three year terms unless otherwise approved by the SMA Board of Directors.

In addition to the term of a committee member, the term of the chair is two consecutive, three year terms unless otherwise approved by the SMA Board of Directors.

In the event the committee does not meet within a calendar year, that year does not count towards the term of membership.

4.0 Meetings

The Economics Committee will generally meet quarterly, or as required. The meetings may be in-person, by teleconference or videoconference (e.g., Skype, WebEx, etc.).

If a member is not able to participate in a meeting, that member can speak to the Chair in advance so that the Chair can share the member's perspective at the meeting. That member may also submit written comments or documentation in advance of the meeting. Submissions required for a meeting that are made after that meeting will not be considered for decision making.

5.0 Chair

The Chair shall:

- Call meetings of the committee
- Chair meetings of the committee
- Designate another committee member to chair the committee in the Chair's absence
- Prepare a report to the Board on the work of the committee
- Meet with the Board of Directors upon the invitation of the Board of Directors
- Act as the chairperson of the Intersectional Council
- Act as an appointee of the Payment Schedule Review Committee

6.0 Quorum

Quorum shall be simple majority (50%+1) of the voting committee members. Voting cannot take place without having quorum.

7.0 Decision Making

The committee will make decisions by consensus. If consensus cannot be achieved, a vote will be taken with the decision being a majority (50%+1) vote of quorum present. There shall be no proxy or email voting unless explicitly determined by the committee in advance of a vote.

8.0 Duration of Committee

The committee will remain in place until such time as the SMA Board of Directors authorizes an alternative governance structure.

9.0 Minutes

SMA staff supporting the committee shall take minutes at the committee meetings, distribute them electronically to members within three weeks of the meeting. The minutes shall be approved by the Chair of the committee and formally adopted at the subsequent meetings.

The minutes of the Committee's meetings shall be distributed to members of

- a) Intersectional Council
- b) Tariff Committee
- c) Medical Compensation Review Committee
- d) Uninsured Services Committee
- e) SMA Board of Directors
- f) Payment Schedule Review Committee

The Committee shall receive the minutes of the meetings of the Committees listed in (a), (b), (c), (d), and (f).

10.0 SMA Support Resources

The Economics Committee is supported by:

Management: Economics Director
Administrative: Senior Compensation Analyst

11.0 Accountability

The Economics Committee reports and brings its recommendations to the SMA Board of Directors.

12.0 Amending the Terms of Reference

The Terms of Reference will be approved by the SMA Board of Directors, and reviewed every three years.

Date of Last Review: July 2016