



Renal Society of Australasia

TERMS OF REFERENCE

Chronic Kidney Disease (CKD) Special Interest Group

Purpose

The Chronic Kidney Disease (CKD) Special Interest Group (SIG) is to be introduced at the end of 2019. The role of the Chronic Kidney Disease (CKD) SIG is to:

- Support the vision and objectives of the Society;
- Develop an Australasian Chronic Kidney Disease (CKD) strategy;
- Raising awareness of Chronic Kidney Disease (CKD); and
- Collaborate with research organisations to advance nursing and allied health research into Chronic Kidney Disease (CKD) and associated treatments and interventions.

SIG Structure

The Chronic Kidney Disease (CKD) SIG will consist of current RSA members working in / or with a strong interest in early Chronic Kidney Disease (CKD) screening and consist education in primary health care, who will support each other in the advancement of Chronic Kidney Disease (CKD) related research.

The Board may nominate a Director to sit on the Chronic Kidney Disease (CKD) SIG in a co-opted role if appropriate.

Appointment of SIG members is via an Expressions of Interest process (EOI);

- Members wishing to join the SIG are asked to email their EOI outlining their SIG suitability, to execofficer@renalsociety.org
- All EOIs will be automatically accepted on the condition that they are:
 - Current RSA members
 - Working in / or with a strong interest in early (CKD) screening
- Any doubts regarding a members SIG suitability, should be referred to the RSA Vice President responsible for SIGs.
- The RSA Executive Office is responsible for processing all SIG EOIs.

Reporting

The proceedings of all meetings of the Chronic Kidney Disease (CKD) SIG will be documented and presented on the agenda of the next Board meeting.

Meeting Frequency

The Chronic Kidney Disease (CKD) SIG will meet initially monthly then at least quarterly, by teleconference. Chronic Kidney Disease (CKD) SIG members may be required to meet in smaller working groups outside of the formal meetings to progress projects. The quorum will be set at a minimum of 3 members present. There will be a dedicated, restricted-access portal on the RSA website for Chronic Kidney Disease (CKD) SIG discussions to proceed and documents to be stored.

Authority / Decision Making

- The Chronic Kidney Disease (CKD) SIG is formed under the auspices of the Society's Board of Directors to develop and coordinate the early detection, screening and awareness of Chronic Kidney Disease (CKD) in the population, that aligns with the needs of the members and of the Society;
- The Chronic Kidney Disease (CKD) SIG will not have a budget however meeting expenses, including teleconference facilities, will be covered under the Society's operating budget;

- The Chronic Kidney Disease (CKD) SIG does not have the authority to execute contracts independently;
- The Chronic Kidney Disease (CKD) SIG may make recommendations to the RSA Board in relation to Chronic Kidney Disease (CKD) initiatives although it has no authority to enforce decisions;
- The Chronic Kidney Disease (CKD) SIG does not have the authority to accept or deny EOIs to join the SIG; and
- Decision process – by consensus.