



The Slovak Society of General Practice of the Slovak Medical Association (SkSGP SkMA)

Námestie SNP 10, 814 66 Bratislava, Slovakia
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STATUTES OF THE ASSOCIATION

I. Basic Provisions

1. The name of the civic association is The Slovak Society of General Practice of the Slovak Medical Association, abbreviated to SkSGP SkMA.
2. The subject of the activities of the Slovak Society of General Practice of the Slovak Medical Association (henceforth just SkSGP SkMA), the beginning and termination of membership within, its activity and the way of managing are defined by the due legal rules and by these Statutes of the Association.
3. The residence of the SkSGP SkMA is decided upon by the ruling President of the SkSGP SkMA. Currently, it resides at the address of the Milorsdní bratia Teaching Hospital, Námestie SNP 10, 814 66 Bratislava.
4. The SkSGP SkMA is an independent charitable non-profit professional society of doctors, whose members actively take part in gaining new expert knowledge and information about the medical sciences, targeted at ongoing medical practice.
5. The SkSGP SkMA is a regular member of the Slovak Medical Association (henceforth SkMA) as a collective member, co-operating closely especially with its professional societies and medical associations, mainly in organizing scientific and professional events. Due to its collective membership in the SkMA, the SkSGP SkMA:
 - A, sees to it that its activity as an independent legal subject is in compliance with the SkMA Statutes;
 - B, elects delegates for the SkMA conferences (electoral, annual, special conferences) from its membership; according to rules set by the election order and approved at the delegates' conference;
 - C, through its delegates, takes part in the discussion of the SkMA delegates' conference, and in the elections for the society's bodies;
 - D, gives the SkMA proposals for honours and awards for its members;
 - E, pays a membership fee according to the contribution rules of the SkMA.

Further relations, as well as rights and duties following from the collective membership of the SkSGP SkMA in the SkMA, are arranged by a bilateral agreement between the SkSGP SkMA and the SkMA.

II. Aims of the Society

1. Developing and communicating medical scientific, diagnostic, and therapeutic knowledge from Slovak and international medicine.
2. Developing, raising, publishing, and implementing proposals and standpoints concerning:
 - A, the professionalism and scientific nature of the branch of general practice;
 - B, the implementation of the most appropriate diagnostic and therapeutic procedures in this branch, with the creation or application of standard diagnostic and therapeutic procedures in this branch;
 - C, the existing legislative rules, and those being prepared;
 - D, the strategy of this branch, cataloguing the actions of this branch, components of the actions, and specializing the components of the branch;
 - E, the quality of the healthcare provided, the effectiveness of the current quality criteria, and proposing new ones;
 - F, the ethics of doctors and medical workers of the branch;
3. Enabling the application of scientific, diagnostic and therapeutic knowledge from the practice of the SkSGP SkMA members in the national and international fields.
4. Ensuring the transfer of the latest professional knowledge from medical branches into practice through non-institutional education.
5. Supporting the publication of papers from professional events and meetings.
6. Awarding honours and awards to its members.
7. Co-operating on the broadest possible basis (central and regional state bodies, professional societies, civic associations, patients' organizations) when implementing social prevention programs, and taking part in patients' education from the point of view of health support, prevention, early diagnosis, and illness treatment.

III. Contents of Activity

1. Organizing non-institutional education of doctors, spreading information for members concerning the latest knowledge, aimed especially at the real medical practice.
2. Supporting the publication and lecturing activities of its members by rewarding the best expert papers.
3. Supporting respect for the medical profession, and towards its representatives. To publicly reward members of the SkSGP SkMA who

have special achievements in connection with the SkSGP SkMA, and with the development of the branch, when they have a jubilee (bronze, silver and golden plaque from the SkSGP SkMA).

4. Supporting the publication of articles concerning general practice and information about professional conferences, as well as the reports about the activities of the Board of the SkSGP SkMA, and about activities of the regional sections.
5. Building and developing partnership contacts and co-operation with doctors' associations of the SkMA, and with professional societies included in it, and also outside the SkMA.
6. Building and developing partnership contacts and co-operation with professional societies of general practice of countries within, and outside of, Europe.

The society helps its members in a professional and material way, so that they can take part in professional events of medical societies of the same and similar orientation abroad, by exchange, or by any other appropriate way. Members who ensure the professional, economic, and organizational success of domestic events, or who participate actively in foreign events with papers recommended by the leadership of the SkSGP SkMA, are preferred.

7. For the purposes mentioned in the Article II., the SkSGP SkMA organizes professional scientific events (conferences, congresses, symposiums) with national and international participation.

IV. Membership

1. Membership in the SkSGP SkMA is voluntary. Any doctor who is interested in membership and who registers to work in a professional society in its residence, or by a regional section of a professional society, and who is accepted by the Committee of the SkSGP SkMA, can become a member. Medical students can also become members of a professional society. The conditions of membership also apply to medical students.
2. An honorary membership in the SkSGP SkMA can be awarded for special achievements concerning the development of the SkSGP SkMA, or the medical science. It is awarded by the Members' Meeting of the SkSGP SkMA.
3. A member of the SkSGP SkMA is also a member of the regional section in the place of his/her permanent address, if there is one there.

V. Rights and Duties of Members

Members of the SkSGP SkMA have following rights and duties:

1. to adhere to the Statutes of the SkSGP SkMA, to gain and develop professional skills and knowledge,
2. to take part in an active or passive way in the activities of the regional sections (lectures, discussions, publications in professional medical press, etc.),
3. to elect and be elected to the bodies of the professional society, and to its regional sections,
4. in case of active participation in the activities of the SkSGP SkMA, or of actively representing the SkSGP SkMA in national and international events, to ask for a financial reimbursement of the costs connected with participating in professional events, the amount of which is decided upon by the Committee of the SkSGP SkMA due to the actual financial resources of the SkSGP SkMA, and due to the level of participation in the activities of the SkSGP SkMA,
5. to strive for SkSGP SkMA awards, and in justified cases get honorary membership and a plaque,
6. to pay membership fees in the amount, term and in the way stipulated by the Members' Meeting of the SkSGP SkMA; the membership fee entitles people to membership in the professional society, and in the regional section, if it exists,
7. members who have their job suspended and pensioners who do not work anymore, as well as students, have the duty to pay membership fees amounting to one half of the standard membership fee,
8. to promote the interests of the SkSGP SkMA to unify general practitioners when building up the branch;
9. not to harm the reputation and good name of the society.

VI. Creation and Termination of Membership

1. The Committee of the SkSGP SkMA decides on accepting a member. The registration is made by the Secretariat of the SkMA, or by an authorized member of the Committee of the SkSGP SkMA. The membership begins the day the application is approved by the Committee of the SkSGP SkMA.
2. An honorary membership in the SkSGP SkMA and other awards are proposed by the Committee of the SkSGP SkMA, SkMA, or by Committees of regional sections, and awarded by the Members' Meeting of the SkSGP SkMA.
3. The membership in the SkSGP SkMA ends with:
 - A, the death of the member,
 - B, a written declaration about resignation, delivered to the Committee of the SkSGP SkMA,

C, the cancellation of membership, if a member delays the payment of the membership fee for more than one year, in spite of a written request to pay it, delivered at least 30 days prior to the decision about the cancellation,

D, expulsion due to an especially grave breach of the Statutes of the SkSGP SkMA.

4. The cancellation of membership and expulsion from the Society is decided by the Committee of the SkSGP SkMA.
5. Foreign nationals who have special achievements concerning the development of the SkSGP SkMA can receive an honorary membership in the SkSGP SkMA by the Members' Meeting of the SkSGP SkMA.

VII. Organizational Structure of the Association

1. Organizational units of the SkSGP SkMA are regional sections of the SkSGP SkMA, operating in the agreed territorial regions. Regional sections are established by the Committee of the SkSGP SkMA. Regional sections do not have an independent legal status.

VIII. Bodies of the Association

1. Bodies of the professional society are: Members' Meeting of the SkSGP SkMA, the Committee of the SkSGP SkMA, and the Control Board of the SkSGP SkMA.
2. The Secretariat of the SkSGP SkMA is a supporting body which establishes the Committee of the SkSGP SkMA, and which executes the organizational, planning, administrative-technological, and financial-economic agenda. It is subordinate to the President, Scientific Secretary, and Vice-Presidents of the SkSGP SkMA.
3. Bodies of the regional sections of the SkSGP SkMA are the Members' Meeting of the regional section, the Committee of the Regional Section, and the auditor.

IX. Members' Meeting

1. The Members' Meeting of the SkSGP SkMA is the supreme body of the Society, consisting of all members of the professional society. It decides by resolutions. The Members' Meeting has the authority to:
 - A, evaluate the completed work of the SkSGP SkMA for the term elapsed,
 - B, approve fundamental resolutions for the further directions of the SkSGP SkMA activity,
 - C, approve the Statutes and changes to the Statutes
 - D, elect the Committee of the SkSGP SkMA and the Control Board of the SkSGP SkMA,

E, elect the long-term respected members of the SkSGP SkMA to honorary membership of the Committee of the SkSGP SkMA, or to honorary officials of the Committee of the SkSGP SkMA,
F, decide on a voluntary dissolution of the professional society and on a merger with another civic association,
G, deciding on the use of the remaining property of the professional society in case of its dissolution.

2. The Members' Meeting of the Regional section has the authority to:

A, elect the Committee of the regional section and the auditor, and to elect long-term respected members of the Committee of the Regional Section to honorary membership of the Committee of the Regional Section,

B, evaluate the work completed in the region,

C, adopt crucial directives for the further direction of the activities of the SkSGP SkMA in the region.

3. The Members' Meeting of the SkSGP SkMA is called by the President when necessary, but at least twice a year. The President calls the meeting any time it is proposed by at least one third of all members of the professional society. The date and place of the Members' Meeting must be announced to all members of the professional society in written form, at least 10 days in advance.

4. The Members' Meeting of the SkSGP SkMA has quorum if more than one half of all members are present. If – in spite of a proper announcement – more than one half of all members of the professional society are not present, the beginning of the meeting is delayed by one hour. Afterwards, such a delayed meeting has quorum regardless of the number of members present.

In order to adopt a resolution of the Members' Meeting of the SkSGP SkMA, more than one half of votes of the members present is necessary. Two thirds of the votes of all members present are necessary when deciding about:

A, a change to the Statutes,

B, voluntary dissolution of the association,

C, merger with another association,

E, delegating a legal representative of the association for the voluntary dissolution of the association.

5. Members of the professional society can also adopt decisions outside the Members' Meeting of the SkSGP SkMA by way of correspondence. The draft resolution (ballots, etc.) is sent together with the deadline for sending an answer to the members of the SkSGP SkMA by the President, or by other authorized members of the Committee of SkSGP SkMA, according to the resolution of the Committee of the SkSGP SkMA, at least one month before the deadline for expressing their opinions. Members send their opinions in a written form.

Envelopes with the postal date of the stamp corresponding with the deadline for answering are accepted. To adopt a resolution, the approval of two thirds of the current members of the professional society is necessary. The President or the

Committee of the SkSGP SkMA informs the members about the results of voting through the website, through electronic mail, through the professional press, or through direct written contact.

6. The Members' Meeting elects the Committee of the SkSGP SkMA and the Control Committee of the SkSGP SkMA. The ballot is secret. The list of candidates and ballots are approved by the Committee of the SkSGP SkMA. The candidates with the most votes are introduced to the Committee of the SkSGP SkMA and the Control Committee of the SkSGP SkMA. Other candidates with an appropriate number of votes are considered surrogate members.

7. The provisions about the Members' Meeting of the SkSGP SkMA apply duly to the Members' Meeting of the Regional Section.

X. Committee

1. The Committee of the SkSGP SkMA is an executive body of a professional society. The term of the Committee of the SkSGP SkMA is four years. Members of the Committee of the SkSGP SkMA can be re-elected. The number of members of the Committee of the SkSGP SkMA depends on the number of the members of the professional society – one member of the Committee of the SkSGP SkMA is elected for every 100 members of the professional society.
2. Members of the Committee of the SkSGP SkMA elect the President, Scientific Secretary, and Vice-President, and if necessary, other functionaries. The President publicly represents the Committee of the SkSGP SkMA, and acts in its name. In his/her absence, the President delegates the Scientific Secretary or the Vice-President to stand proxy. The President or the Committee of the SkSGP SkMA can authorize members of the Committee or other members of the SkSGP SkMA to take specific steps. The President is authorized to take legal steps with a value exceeding Sk50,000 only together with the Scientific Secretary or the authorized Vice-President.
3. The Committee of the SkSGP SkMA meets according to schedule and when necessary. The Committee of the SkSGP SkMA has quorum if more than half of its members are present. A decision is adopted if it is approved by more than one half of the members present. If the number of votes is equal, the President's vote is decisive. The Committee of the SkSGP SkMA can vote also using the web electronic connection, e.g. by creating a discussion forum on the website, by electronic mail, or by internet video-conference. Details of voting by electronic mail (the proposal of the resolution, deadlines for expressing opinions, setting log-on passwords, etc.) are adapted by the President, or by an authorized member of the Committee, and sent to the Committee members in written form or by electronic mail. The Committee of the SkSGP SkMA informs

members about its activities through the website, electronic mail, through the professional press, or by direct written contact.

4. If any member of the Committee of the SkSGP SkMA dies or gives up his/her position in a written form for other reasons, he/she is replaced by an surrogate member. If the Committee of the SkSGP SkMA member is not active enough, i.e. he/she does not take part in the Committee's activities in spite of being repeatedly called to do so, the Committee can resolve to replace him/her with another member.
5. The Committee of the SkSGP SkMA can form work-groups as helping bodies for carrying out its tasks. It sets the contents of their work and leads their operation.
6. The provisions about the Committee of the SkSGP SkMA apply duly to the Committee of the Regional Section, if the Statutes do not stipulate otherwise. The number of members of the Committee of the Regional Section depends on the number of members of the regional section: one member of the Committee is elected for every 20 members. The President, Vice-President, and the Scientific Secretary of the Regional Section cannot act in the name of the SkSGP SkMA.

XI. Control Bodies

1. The Control Committee of the SkSGP SkMA is an independent body, consisting of three members and elected by the Members' Meeting of the SkSGP SkMA. Its term is four years. It is responsible for checking the adherence to the Statutes, the rights of members of the SkSGP SkMA, and the finances of the SkSGP SkMA. A member of the Control Committee of the SkSGP SkMA cannot be simultaneously a member of the Committee of the SkSGP SkMA, and he cannot have another position in the association.
2. Provisions about the Control Committee of the SkSGP SkMA apply duly to the Auditor, if not stipulated otherwise by the Statutes.

XII. Finances

1. The basic sources of resources for financing the activities of the SkSGP SkMA are membership fees, subsidies, grants, donations and other income gained in accordance with the Statutes with generally binding rules. The property of the professional society can be used to achieve the goals of the association and to ensure its activities. The association can also support the activities of other organizations, citizens, and civic initiatives with similar targets and goals. It can also grant scholarships to support research connected with the goals of the association.

XIII. Submitting proposals and comments

1. Each member of the SkSGP SkMA has the right to submit his/her proposals and comments concerning the activity of the SkSGP SkMA either in a written form, or orally, during the Meetings of Members.
2. The body concerned has to deal responsibly with the proposal or comment, and after an investigation, to take a standpoint and inform the submitter about it within 3 months.

XIV. Termination of the SkSGP SkMA

1. The SkSGP SkMA is terminated by a decision of the Members' Meeting of the SkSGP SkMA about a voluntary dissolution of the association, or by a decision of the Members' Meeting of the SkSGP SkMA about the merger of the professional society with another association. The SkSGP SkMA can merge only with an association founded with a similar purpose, and the purpose cannot be to gain profit. When the SkSGP SkMA is terminated by a voluntary dissolution, its assets goes to the legal successor, which can only be an organization founded with a similar purpose, and the purpose cannot be to gain profit. The Members' Meeting of the SkSGP SkMA decides on the legal successor.
2. In case of the dissolution of the professional society, the entire assets will not be passed to the legal successor. The Committee of the SkSGP SkMA appoints a liquidator, who completes the act of liquidation. The remainder can only be passed to an organization founded with a similar purpose, the purpose of which cannot be achievement of profit. The reimbursement of the liquidator is set by the Committee. The costs of liquidation will be covered by the assets of the professional society.

XV. Termination of a regional Section of the SkSGP SkMA

1. A Regional Section of the SkSGP SkMA is terminated by:

A, a voluntary dissolution,

B, a decision about termination, if:

- the activities of the regional section of the SkSGP SkMA are conflict with the generally binding legal rules, these Statutes, or the internal rules of the SkSGP SkMA,

- the regional section of the SkSGP SkMA harms the reputation or good name of the SkSGP SkMA, or the reputation or good name of another regional section.

2. The termination of a Regional Section of the SkSGP SkMA is decided by:

A, the Members' Meeting of the Regional section in case of a voluntary dissolution. The voluntary dissolution is valid if it is confirmed by a resolution of the Committee of the SkSGP SkMA.

B, the Committee of the SkSGP SkMA.

After the Regional Section is terminated, the Committee of the SkSGP SkMA strikes a committee which settles the financial issues of the Regional Section according to the instructions of the Committee.

XVI. Logo of the SkSGP SkMA

The appendix of the Statutes is a logo of the SkSGP SkMA. The hexagon, derived from the honeycomb, symbolizes the main attributes of our branch, *MEDICINAE-GENERALIS-PRACTICAE-FAMILIARE*. The letters V and P represent the abbreviated title of the representative of our profession – the general practitioner (*všeobecný praktík*).

The appendix of the Statutes of the Slovak Society of General Practice of the Slovak Medical Association (SkSGP SkMA) – logo of the SkSGP SkMA:

