Society of Hospital Medicine
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Family Medicine Committee

REPORTS TO: Membership Committee

COMPOSITION: Chair (appointed by President of SHM)
6-10 members at large

TERMS: Chair shall serve for two years, with possible reappointment once (maximum 4 years). Members shall serve for one year, with possible reappointment up to four (4) times (maximum 5 years).

All terms begin and end one week prior to the Annual Meeting.

CHARGE:

The Charge of the Family Medicine Committee is to develop initiatives and programs to promote the practice of family practice hospital medicine. The Task Force will make recommendations of an SHM family practices agenda to the Membership Committee and SHM Board. The Task Force will look for opportunities to encourage family practice hospitalists to become active SHM members.

GOALS:

1. Develop programs specific for family medicine hospitalists for Annual Meetings
2. Provide ideas and content of interest to family practitioner hospitalists for *The Hospitalist*
3. Develop opportunities for SHM and hospitalists to be represented at national and regional family practice organizations (e.g. AAFP)
4. Providing family medicine input into the Core Competencies Task Force
5. Provide liaison to other SHM committees on family practices issues
6. Develop plans to increase the family practice SHM membership
7. Develop opportunities for family medicine members to participate in SHM committee, meetings, and leadership.

RESPONSIBILITIES:
<u>Chair</u>

- With assistance from staff, develop the agenda for meetings
- Assign responsibilities for committee members
- Set deadlines for completion or update of committee activities
- Present reports and recommendations to the Board of Directors
- Communicate to the entire committee on actions and decisions of the SHM Board
- Coordinate meeting dates with staff
- Oversee the development and approval of minutes

<u>Committee Members</u>

- Attend and participate in all committee meetings and teleconferences
- Prepare for meetings by reviewing agenda and reading any background materials
- Actively participate on committee listserv
- Complete all assignments in a timely fashion