

**THE HASHEMITE KINGDOM OF
JORDAN**

Jordan Medical Association

Jordan Society of Family Medicine

(JSFM)

Bylaws

- d) Viewing affiliation applications with consideration to what has been listed in the current medical societies system and the Society bylaw.
- e) Granting the honorary membership.
- f) Pursuing and investigating with members violate the (JMA) law, medical constitution, and (JMA) decisions and submitting recommendations to the Council.
- g) Working to achieve the principle of continuing medical education within instructions decided by the Administration Board and (JMA) Council.
- h) Condition of membership period in the Society is not applicable at the time of forming the Society.

Fifth Section **(Financial Affairs)**

Article 10: Affiliation fee is (25) Jordanian Dinar or the equivalence for the Active Member.

Article 11: Annual dues are (15) Jordanian Dinar or the equivalence for the Active Member; this fee dues on the 1st of January of the year.

Article 12: The financial year is the Gregorian year.

Article 13: Society accepts donations and aids from the (JMA) and government, and also from bodies and personnel.

Article 14: The Society Administration Board is in charge of supervising the Society funds and of its jobs are collecting money, maintaining it, proposing on the General Assembly of the Society to increase it and ratifying the spending of expenses that the administration requires within the limit of the appropriation deposits in its budget. The Administration Board has the right to transform allowances from one clause in the balance sheet to another one. It has, in the emergency conditions, the right to issue one annexed or more for the balance sheet to pay expenses on condition of bringing it before the General Assembly of the Society in its first meeting after the issuing of the decision.



Article 15: The Administration Board annually sets a budget for the next financial year and put it before the General Assembly for certification.

Article 16: The treasurer has the right to monthly spend sum of no more than ten Jordanian Dinar or the equivalent before resorting to the Administration Board.

Article 17: Till the new budget ratified, the spending should be within the limits of the budget for the ending year.

Article 18: the Administration Board presents the final statement of account for the previous financial year to the General Assembly to be certified.

Article 19: If an exceptional conditions obstacle the hold of the General Assembly and certification of the budget and the final statement of account, the procedures of collecting and spending money will follow the bases of the previous budget till the General Assembly meets and certify the new budget.

Article 20: Money of the Society are deposited in one bank or more appointed by a decision of the Administration Board.

Article 22: To dispose freely of the Society money is not allowed without the Administration Board decision. The orders of spending are signed by the president or vice-president and the treasurer or his deputy.

Article 22: The treasurer can not keep more than 50 J.D. in the treasure.

Article 23: In case of Society dissolution, all its money returns back to the Jordan Medical Association.

Sixth section

(General Rules)

Article 24: The Society depends on the law of the (JMA) when cannot be found a text in this bylaw concerning certain matter.

Article 25: Cooperation with the Council of the (JMA).

1. Head of the (JMA) or who represents him from the Council is invited to attend General Assembly meetings.



2. With the Council in its unusual activities and these which surpass the extent of its members.
3. For any matter not included in the Society bylaw, the decision of the Council is effective.

Article 26:: Bylaw modification:

Bylaw modification should be according to:

A: A request from the Administration Board or from 25% of the General Assembly. The call for the members should be done one-month pre to the date of modification. The modification should also obtain the absolute majority approval of the attending members in a legal session. The modification will be valid after being certified by the (JMA) Council.

B: In matters that include the societies in general and relate to other doctors, the Council has the right, after consulting societies to decide the necessary modifications.

end



Second section:

(MEMBERSHIP)

Article 4:

A: Active: Should be registered as specialist in family medicine with the (JMA).

B: Associate Member : should be a resident in family medicine in an accredited residency program. Annual dues are half of that of the active member.

C: Support Member non-Jordanian specialists in Family medicine (this membership shall not entitle him or her to practice medicine in Jordan).

Annual dues are half of that of the active member.

D: Honorary Member :by decision of the Administration Board. Granted to those who contributed to the improvement of medicine and medical institutions in Jordan. No annual dues.

E: Support and honorary members have the rights to participate in the forums, lectures and meeting, yet they have no right to elect or nominate.

Article 5: Applications submission

Applications shall be submitted to the secretary, attached by the required documents .

Approval by the Administration Board should be by simple majority and a membership certificate is then issued.



11. If it is impracticable for the secretary and treasurer to perform their works, the Administrational Board deputizes among its members whom replacing them.

11. It is permissible to elect absentee member from attending general session if he authorizes certain member for his nomination or presents a book of self-nomination to the Administration Board.

12. If any member in the Administration Board absents from attending three consequent sessions without a legitimate excuse, he will be considered resigned. After informing him, the Administration Board could call non-succeeded candidate who gained majority of voices of to displace him.

13. If the number of members resigned from the Administration Board has raised to four all at once or on different periods within the year, the General Assembly will be called to elect new members in stead of the resigned.

14. The Administration Board will resign if the General Assembly decides to majority no confidence of the board in a session attended by two thirds of registered active members of the Society.

15. If an incurable dispute in the Administration Board occurs, it should be lifted to the General Assembly to make a decision.

16. The Administration Board has the right to appoint clerks and employees according to the needs of the Society.

17. The Administration Board has the right to form branches in the places where Family physicians exist according to what it sees suitable.

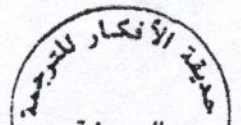
18. The Administration Board authorities:

The Administrational Board specializes in the following affairs:

a) Calling the General Assembly and executing its decisions.

b) Running Society affairs and money and collecting its due fees.

c) The Administration Board practices Council authorities concerning application of laws, systems and required instructions about accomplishing Society goals.



First Section

(Name, objectives, Location of Society)

Article 1: Name: Jordan Society of Family medicine (JSFM), which is formed According to the current societies of specialties forming bylaws of the Jordan Medical association (JMA), Members of this society are the registered with the JMA ,specialists in Family Medicine who practice family medicine in private or public sectors

Article 2: objectives:

A: Scientific:

Raising the scientific level, encouraging research and continuing medical education for all physicians working in the field of family medicine, by different means as holding forums, lectures, meetings on national & International levels and exchanging information and experiences with medical societies within and out of Jordan.

B: Vocational:

1. specialists in the medical and (JMA) activities, defending their rights, cementing collegueship ties, promoting spirit of cooperation among physicians in the field of family medicine and maintaining their morale and Enhancing and assuring the high profile of family medicine technical level.

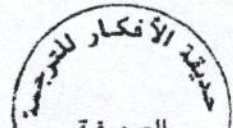
2. Helping them achieving best conditions to serve their patients.

3. Handling members' professional matters and organizing general practicing affairs within the frame of (JMA).

C: Social: encourage all forms of social activities that inhance good social relationships between all members which can reflect on scientific and professional goals of the society.

Article 3: Location:

Location of the Society will be in Amman & Jerusalem, at the headquarters of (JMA) in both cities.



Article 6: Suspension of membership :

Membership is suspended in a case of absence outside the country for one year or more. Consequently he won't be considered of the General Assembly members and freed of paying the dues for one year or more – according to his period of absence. When he will return back to Jordan, his membership will reverted after paying his dues, nevertheless, he won't be required to submit affiliation application or paying affiliation fees.

Article 7:

1. Membership will be terminated in the following cases:

A: Retraction

B: Death

C: Delay of paying the dues for six months from the deadline despite notifying him by registered mail . The Administration Board issues with simple majority of voices a decision of membership termination.

D: Dismissal : Member will be dismissed according to a decision of the Administration Board if this member conducts an act contradicting goals and principles of the Society.

E: If he found guilty according to the disciplinary judgement clause (f) of item (55) of the (JMA) law after acquiring final degree has been applied to him.

2. The Administration Board has the right to re-establish membership of the member whose membership is terminated due to failure of paying his annual dues for one year , provided that he pays the entitled sum and a fine of 25% of the entitled dues.

3. Neither the member whose membership is terminated for any reason nor heirs of a deceased member have the right to return back the paid dues, grants, or donations presented to the Society.

4. The Administrational Board has the right to claim back membership certificate except in the case of death.



5. The dismissed member has the right to appeal at three-member appeal commission formed by the General Assembly in its annual meeting.

Third Section

(The General Assembly)

article 8:

1. The General Assembly consists of all active members who pay all their financial obligations toward the Society.
2. The Assembly has an annual meeting on February to discuss agenda prepared by the Board of Directors. The Board has the right to call the General Assembly for emergency meetings according to a need and upon a request submitted by one fourth of the active members. It should be done within one month of the request submission.
3. The annual meeting of the general assembly shall be of 50% + 1 of the active members. If this majority does not group for the first time, then an invitation for a meeting held within 15 days of the first meeting date. This meeting will be legal regardless of the number.
4. The annual general assembly agenda includes:
 - a) Discussion of the secretary general report and Society activities.
 - b) Discuss the budget, and set the new year budget.
 - c) Elect the new Board of Directors biannually and accept their resignation.
 - d) Any other subject arises, on condition that it is listed on the agenda sent to the Society members.



Fourth Section

(Administration Board)

Article 9:

1. Consists of president and six members elected for two years in an ordinary session of the General Assembly.
2. Election of the president and the six members is done in secret voting on the same time and on two separated ballots. President election will be announced first.
3. Upon its election, the Administration Board must assemble to appoint, among its members, vice-president, secretary, treasurer and social, scientific commissioners. The Administration Board would also appoint the profession control commission.
4. Candidate to the position of president should have practiced the profession for at least five years after he has been granted specialization certificate in family medicine and two years as a member in the Society. The candidate to the Administration Board membership should have also spent three years after he has been granted the specialization certificate in family medicine and one year or more as member in the Society.
5. President is allowed for only two consequent rounds.
6. The Administration Board should meet at least once a month except in the case of urgent meeting. Attendance of majority Members legalizes the session.
7. The president represents the Society, supervises its works and chairs Administration Board and General Assembly meetings.
8. Vice-president represents the president in the absence of the latter and replacing him when the position is vacant till the annual ordinary meeting when a new president be elected.
9. Secretary is in charge of Society secretariat works for the Administration Board and General Assembly sessions and maintains records thereto.
10. Treasurer is in charge of Society accounts and maintains books thereto.

