



# TSANZ

The Transplantation Society of Australia and New Zealand

## **TERMS OF REFERENCE TSANZ TRANSPLANT INFECTIOUS DISEASES SPECIAL INTEREST GROUP (TIDSIG)**

### **1. Preamble**

Infectious diseases are common complications after solid organ transplantation, arising from the donor or recipient. Optimising prevention, diagnosis and management requires transplant infectious disease specialist expertise. This SIG will provide guidance on matters related to infectious diseases in transplantation and donation.

### **2. Reporting to TSANZ**

TIDSIG shall report to its main governing body TSANZ. The following lines of communication are to be used:

- a. The TIDSIG Chair or Co-Chair will report directly to the TSANZ Board through the minutes of meetings and through summary reports.
- b. The TISIG Chair or Co-Chair will participate in meetings with other TSANZ Advisory Committee Chairs by videoconference or face to face, as requested by TSANZ.

### **3. Communication**

- a. Provide feedback on quarterly reports (drafted by TSANZ Project Manager). The reports are provided to the TSANZ Board and the Organ and Tissue Authority Transplant Advisory Group (TAG).
- b. TIDSIG shall at times convene special meetings or arrange presentations to facilitate communication with the broader Transplant Sector. This will generally occur in conjunction with other planned meetings such as the TSANZ Annual Scientific Meeting.

### **4. Responsibilities**

- a. The TIDSIG will provide guidance on matters relating to infectious diseases in transplantation and donation.
- b. Planning enhanced data collection and reporting of infectious disease outcomes after solid organ transplantation.
- c. Updating infectious diseases sections of TSANZ clinical guidelines.
- d. Co-ordinating transplant infectious diseases research.
- e. Providing and coordinating educational activities related to transplant infectious diseases.
- f. Promoting transplant infectious diseases training and providing mentorship.
- g. Providing ad-hoc advice on infectious disease matters related to donors or transplantation.
- h. Liaison with the Australasian Society for Infectious Diseases (ASID) and relevant

International Societies.

- i. Support diversity, equity and inclusion.

## 5. Membership

The TIDSIG membership will comprise members from Australian states and New Zealand performing solid organ transplantation, and those managing infections across solid organ transplant types. There will be at least one member that represents the Australasian Society for Infectious Diseases (ASID) Immunocompromised Host Special Interest Group (ICHSIG). Initial members are at [Appendix A](#).

When required, guests may be invited to join TIDSIG meetings and or working groups. This may include TSANZ Chair, TSANZ Chair of Advisory Groups, OTA medical director and transplant specialists with specific infectious diseases knowledge (e.g. liver specialists with HBV, HCV expertise).

TIDSIG members will be appointed for 2 years. Members can be appointed for up to 4 consecutive terms.

## 6. Chair/Co-Chair

- a. The inaugural Chair and Co-Chair will be appointed and will serve for a period of 2 years.
- b. The Chair and/or Co-Chair will have the responsibility for conducting meetings and representing the TISIG as appropriate in other meetings and forums.
- c. The incoming Chair and/or Co-Chair shall be selected by TIDSIG by consensus for a term of two years, with the possibility of a further term, at the discretion of the SIG.
- d. Where there is no consensus, selection of the Chair and/or Co-Chair will be by a vote of the members of TIDSIG. The person who receives the most votes in the ballot will be declared the Chair and/or Co-Chair.
- e. A Chair and/or Co-Chair elect to replace the outgoing TIDSIG Chair and/or Co-Chair will be nominated in a similar way at the start of each new term to allow for forward planning.

## 7. Meetings & Decision Making

- a. There will be a minimum of four meetings of TIDSIG during the year, additional meetings may be arranged.
- b. The Chair and/or Co-Chair shall issue an Agenda a week prior to a meeting.
- c. The quorum for a meeting shall >50% of the membership of the SIG. In the absence of a quorum, the meeting may continue at the Chair's discretion with any items requiring decision to be deferred and circulated to members as an out-of-session item following the meeting
- d. Members of TIDSIG may nominate a suitable proxy or alternate to represent them if they are unable to attend a meeting for any reason.
- e. Decisions of TIDSIG will normally be made by consensus but where a common point of view cannot be reached decisions will be made by voting with the views of individual members duly recorded in the Minutes.
- f. The Minutes will be kept of all meetings and distributed to all members.
- g. Minutes, reports, and recommendations of meetings will be tabled at TSANZ Board meeting. TSANZ Board endorsement will be required for any TIDSIG- initiated changes to policy and/or guideline documents.
- h. TIDSIG may assign specific work to be undertaken by subcommittees which will function under a terms of reference and report back to the group.

## 8. Conflict of Interest

- a. TIDSIG members must declare any conflict of interest to the Chair of TIDSIG if they or an immediate family member have a direct financial or other interest which influences, or may appear to influence, proper consideration or decision-making by the committee on a matter.
- b. The TIDSIG chair shall determine the matter, advise the member concerned, and report his/he decision to the SIG.

## 9. Confidentiality

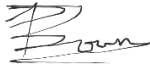

Members may receive information that is regarded as confidential or has privacy implications.

Members acknowledge their responsibility to maintain confidentiality of all information that is not in the public domain.

## 10. Review

The terms of reference can be reviewed at any time at the discretion of the TIDSIG. Periodic review should also occur every 2 years.

## 11. Confirmation

The Terms of Reference of the Transplant Infectious Diseases Special Interest Group were approved at its meeting dated X	
Name: <b>Peter Boan</b>	Signature: 
Title: <b>Chair, TIDSIG</b>	Date: 30/8/2024
Names: <b>Tina Marinelli</b>	Signature: 
Title: <b>Co-Chair, TIDSIG</b>	Date: 02/09/2024

## APPENDIX A

### As of August 2024

<b>WA</b>	Peter Boan (Chair & ASID ICHSIG)
<b>NSW</b>	Tina Marinelli (Co-Chair & ASID ICHSIG)
<b>NSW</b>	Elke Woodhouse (Kidney)
<b>NSW</b>	Karen Waller (Liver)
<b>SA</b>	Matthew Roberts (Kidney, liver & ASID ICHSIG)
<b>SA</b>	Chien-Li Holmes-Liew (Lung)
<b>VIC</b>	Bradley Gardiner (Lung, heart, kidney)
<b>VIC</b>	Olivia Smibert (Kidney, liver)
<b>QLD</b>	Lana Sundac (QLD, kidney, liver)
<b>QLD</b>	Kanthi Vemuri (Lung, heart)
<b>NZ</b>	Rebekah Lane (Lung, heart, kidney, liver & ASID ICHSIG)