

# IMMAF MEDICAL COMMISSION

## Terms of Reference

### 1. Status and Role

1.1 The IMMAF Medical Commission ("Medical Commission") is appointed by, and reports to, IMMAF Board of Directors ("Board of Directors") under Article 17 of the IMMAF Statutes.

1.2 The role of the Medical Commission is to advise IMMAF Board of Directors on matters related to Amateur Mixed Martial Arts from the medical perspective including:

The Medical Commission will fulfil its role by undertaking the following responsibilities:

- a. advising the Board on IMMAF medical polices and make recommendations to maintain safe medical standards;
- b. advising the Board on the latest outcomes from medical research and developments in sports medical practice related to the sport of mixed martial arts
- c. advising on specific athlete medical cases during preclearance and during and post-event
- d. providing ongoing review and update of medical processes for IMMAF competitions, through the Event Operations Manual and other literature, as well as in practice
- d. acting as consultants at IMMAF events or appointing an appropriately qualified and experienced delegate, at the request of the IMMAF CEO
- e. at times acting as emergency out-of-hour doctor at events or or appointing an appropriately qualified and experienced delegate, at the request of the IMMAF CEO
- f. acting as medical spokespersons for IMMAF on request of the IMMAF CEO
- g. consulting and liaising with medical professionals, bodies and other entities within Mixed Martial Arts and from other sports, including other Medical Commissions;
- h. developing educational programmes and materials aimed at improving medical safety in the sport of amateur MMA;

### 2. Commencement

2.1 These Terms of Reference are effective from 1 December 2019.

### 3. Composition

**3.1 Size:** The Medical Commission shall comprise up to 5 people  
Including a Chairperson;

**3.2 Eligibility:** To be eligible for nomination, and to remain as, a Medical Commission Member the person must:

- a. be nominated by an IMMAF Member Federation (or a body affiliated to the Member Federation) in good standing;
- b. be at least 18 years old;
- c. be able to speak and understand English reasonably well;
- d. not be under investigation, or convicted or otherwise sanctioned for:
  - i. any other offence or breach of any rules of IMMAF, an Area Association or a Member Federation (whether they have served the sanction imposed on them or not); or
  - ii. an offence under any applicable laws punishable by a term of imprisonment of 2 years or more (unless the person has served the sanction imposed on them);

### 4. Term and Vacancies

**4.1 Term:** The term of office for members of the Medical Commission is **two** years:

#### 4.2 Resignation and Removal

- a. A member of the Medical Commission may resign prior to the expiry of their term of office by giving not less than 1 months' notice in writing to the Medical Commission Chairperson and IMMAF President.
- b. A Medical Commission Member may be removed from the Commission prior to the expiry of their term of office, by decision of the Board of Directors on the recommendation of the Commission Chairman to IMMAF President, for:
  - i. breach of any duty; or
  - ii. any other act or conduct that, in the opinion of Board of Directors, brings the Medical Commission or IMMAF into disrepute.
- c. In addition, a Medical Commission Member shall be deemed to have vacated his or her position if, during their term, he or she:
  - i. is absent from two consecutive meetings of the Medical Commission.

**4.3 Changes and Vacancies:** If any position on the Medical Commission is vacant, whether by resignation, removal or otherwise at any time, the Board of Directors may (on the recommendation of the Commission Chairperson and IMMAF President) appoint a replacement member (who is eligible under clause 3.3) for the balance of the term of office of the vacated position.

## 5. Chair

**5.1 Role and Responsibilities:** The role of the Chair is to lead and be the spokesperson for the Medical Commission. The Chair has the following responsibilities:

- a. chair and prepare the agenda/papers for all meetings of the Commission;
- b. be the spokesperson for the Commission;
- c. liaise with the President and Chief Executive as required or requested;
- d. prepare and present reports to Board of Directors;
- e. attend meetings of the Board of Directors and any other Commissions or Working Groups as requested by the President or Board of Directors;
- f. be IMMAF Medical representative at any forums, groups or presentations as requested by the President or the Chief Executive;
- g. regularly communicate with the members of the Medical Commission and other persons in order to identify issues for the Medical Commission to consider; and,
- h. any other specific responsible as required by the Chief Executive, President or Board of Directors that are within the scope of the role and responsibilities of the Medical Commission.

**5.3 Resignation or Removal:** The Chair may be removed from their position, prior to the expiry of their term of office, by:

- a. resignation; or,
  - b. decision of Board of Directors, in its absolute discretion; or
- c. resignation or removal from the Commission.

## 6. Responsibilities

**6.1** The Medical Commission will fulfil its role by undertaking the following responsibilities:

- a. advising the Board on IMMAF medical polices and make recommendations to maintain safe medical standards;

- b. advising the Board on the latest outcomes from medical research and developments in sports medical practice related to the sport of mixed martial arts
- c. advising on specific athlete medical cases during preclearance and during and post-event
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### **13. Medical Commission Meetings and Procedure**

**13.1 Work:** The Medical Commission shall undertake its work at meetings of the Commission and in between meetings by telephone, email and other means of communication as is necessary to fulfil its responsibilities.

**13.2 Meetings:** The Medical Commission shall meet in person once each year. The dates and venue are to be agreed by the Chairperson and the Chief Executive Officer. As much notice as possible, usually at least two months' notice, will be given to all Commission Members of the date, time and venue for any meeting.

**13.3 Agenda:** The Chairperson shall prepare an agenda for each meeting in consultation with the Staff Liaison. Commission Members may submit items for the agenda through the Chairperson. The agenda, together with relevant papers, will be distributed to all Commission Members by IMMAF Staff Liaison prior to each Commission meeting (usually 2 weeks prior).

**13.4 Chair:** The Chairperson will chair all meetings, unless he or she is unavailable in which case the Chief Executive Officer will designate a replacement.

**13.5 Attendees:** In addition to Commission Members:

- a. The President and the Chief Executive Officer will be invited to attend every annual meeting of the Commission.
  
- c. Other persons and experts may be invited by the Chairperson to attend meetings to provide information or advice on a specific item of business at a meeting, with the prior approval of the Chief Executive Officer;

**13.6 Meetings using Technology:** Medical Commission meetings may be held by telephone, through video or internet conference facilities or in combination with a meeting held in person provided that prior notice of the meeting is given to all Commission Members and all persons participating in the meeting are able to hear each other effectively and simultaneously. Participation by any Commission Member in this manner at a meeting shall constitute the presence of that member at that meeting. Records of the Medical Commission will be stored at the IMMAF Head Office.

**13.7 Remote Decisions:** In addition to discussions and decisions made in meetings of the Medical Commission, discussions may be held between members via email and other social media and messaging platforms, provided that any resolutions or decisions of the Commission which follows such discussion, shall only be valid if decided by email in the manner prescribed by the Chairperson and Chief Executive Officer.