

TERMS OF REFERENCE

Solid Organ Transplant Pharmacy Association



The Solid Organ Transplant Pharmacy Association (SOTPA) was formed in 2013 to promote formal dialogue between the many specialist pharmacists involved in the care of patients with a solid organ transplant, by facilitating a supportive network of expertise and continuous professional development. Its core aims are:

- To facilitate best practice in the provision of pharmaceutical services to transplant patients and associated healthcare professionals.
- The promotion of effective patient-centred multi-professional care to improve quality of life for people with transplants, and their families and carers
- The advancement of education in the area of solid organ transplant pharmacy in the UK.
- SOTPA is intended to be a non-profit making organisation. Any finances surplus to requirements will be used for future SOTPA activities to the benefit of the membership as a whole.

We aim to bring together all pharmacists with a role in the promotion and delivery of effective, patient-centred medicines management to all solid organ transplant patients.

Purpose / role

To promote excellence in the pharmaceutical care of all solid organ transplant patients.

Aims

1. To provide a forum for information exchange and sharing best clinical practice.
2. To support CPD for pharmacists working in solid organ transplantation.

Objectives

1. To provide an annual educational meeting to support solid-organ transplant-specific CPD.
2. To be affiliated to other national and international transplant multi-professional groups such as the British Transplant Society.
3. To create and develop a website for communication and dissemination of information between members.

Membership

Committee consisting of four specialist pharmacists representing all areas of solid organ transplantation.

Membership is open to all members of:-

- UK Renal Pharmacy Group
- Ireland & UK Liver Transplant Pharmacists Group
- Cardiothoracic Transplant Pharmacists Group.

There is currently no membership fee for SOTPA.

Reporting

The Committee will meet at least twice a year to review and plan SOTPA activities. Minutes from each meeting will be recorded.

Annual activity report to be written and submitted following annual educational meeting.

Financial Monitoring

Financial accounts to be administered and monitored by M&M Consultants (the RPG Secretariat).

Any external sources of income to be identified if known or explored if appropriate

An annual budget to be prepared and agreed by the association's Committee.

Review

Frequency of reviewing the relevance & value of the group's work – annually.

Frequency of reviewing ToR – annually.