



## **Physician Services Committee (PSC) – OMA specific Charter**

### **Purpose of this Physician Services Committee (PSC) – OMA specific Charter**

This charter:

1. Sets out the mandate of the committee
2. Outlines the composition of the committee
3. Outlines the required knowledge, skills, and leadership qualities
4. Outlines the specific duties and responsibilities of the committee
5. Outlines the operating principles and procedures
6. Reviews the reporting and communications process
7. Outlines the panel's right for information and independent advice

While the PSC is a bilateral committee, this OMA-specific charter clarifies the OMA's internal roles, expectations, and processes—such as how members are appointed, how reporting works, and how the committee aligns with broader strategy. It also ensures that member interests are represented through a consistent, unified approach aligned with OMA values, strategic priorities, and governance frameworks.

### **1. Mandate of the Physician Services Committee (PSC)**

Accountable to the OMA Board of Directors, the Physician Services Committee (PSC) is a bilateral committee of the OMA and the Ministry of Health (MOH). OMA's PSC provides advice to the association as it relates to implementation of PSAs, physician compensation models, and emerging health system challenges. It also represents the association, and by extension the membership, in dispute resolution processes. The OMA-specific PSC provides advice to the association, upholds the OMA's governance standards, and ensures integration with the organization's broader advocacy and policy goals.

The PSC's bilateral mandate is to:

- Build and sustain a strong, positive relationship between the Government of Ontario and the medical profession
- Receive and consider reports and recommendations as set out in a Physician Services Agreement (PSA)
- Advise the parties on the changing role of physicians in the health-care system, including improved models of service delivery and compensation
- Develop recommendations for the Minister and the OMA to enhance the quality and effectiveness of medical care in Ontario
- Participate in dispute resolution processes under the PSA or other applicable agreements
- Consider matters referred by either party

## 2. Composition

The OMA PSC will be composed of members appointed by the OMA Board of Directors. Before striking the committee, the board will consider the specific composition needed to fulfill the PSC's mandate, enabling flexibility and responsiveness to the OMA's evolving priorities. Representation will reflect a diversity of specialties, practice types, career stages, and lived experiences. The composition may also be supplemented by individuals with specific expertise when needed, consistent with the bilateral provisions that allow each party to appoint core and temporary members.

A chair (PSC co-chair) and vice-chair will be appointed by the board from among the OMA appointees. There are no term limits for OMA PSC members.

## 3. Knowledge, Skills, and Leadership Qualities

The following skill set is normally looked for in the selection of committee members:

### Knowledge and skills

- In-depth understanding of physician compensation models and the PSA
- Familiarity with healthcare delivery reforms and health system transformation
- Strong diplomacy and political acumen
- Understanding of how government operates and makes decisions
- Experience with negotiations, government relations, or public policy
- Experience on similar committees or boards is required
- Prior experience with bilateral processes (within or outside the OMA) is a strong asset
- Knowledge of dispute resolution mechanisms (e.g., mediation, arbitration) in healthcare or labour contexts
- Ability to assess system-level implications of MOH policy and proposals
- Broad awareness of issues across clinical models, specialties, and regions
- Commitment to equity, diversity, inclusion, accessibility, and reconciliation

### Leadership Qualities

- Ability to maintain professional, collaborative, and productive working relationships
- Committed to fostering a positive culture that is respectful, civil, and collaborative
- Respect for members, staff, and fellow committee members
- Commitment to sharing knowledge and experience for the benefit of the OMA
- Impartiality, objectivity, and open-mindedness
- Well-developed conflict resolution skills

It is not necessary for any one member of the panel to possess all of the skill set items. However, each skill set item (and parts thereof) should be present in the panel's composition

## 4. Committee Responsibilities

As the OMA's internal coordinating body for the bilateral PSC, the committee will:

- Develop and communicate OMA's coordinated positions for bilateral PSC meetings
- Advise the board on implementation of the PSA and compensation-related matters

- Represent the OMA in dispute resolution proceedings with the MOH
- Consider and respond to reports and recommendations outlined in the PSA or referred by the Minister
- Provide input on emerging and ongoing policy issues, policy proposals, models of care, and system transformation as part of the bilateral mandate
- Support the identification/prioritization of issues and solutions; and
- Establish subcommittees and working groups to support the PSC's work as needed

#### Additional Responsibilities of the Co-Chair and Vice-Chair

- Facilitate meetings and ensure effective participation
- Guide the development of pre-meeting agendas in coordination with the MOH co-chair and OMA staff
- Support strong member engagement and mentorship within the committee
- Communicate with other committees and task forces as required
- Provide regular updates to relevant leadership groups including the OMA Board of Directors and constituency group executives

### **5. Operating Principles and Procedures**

The Physician Services Committee shall fulfill its responsibilities within the context of the following principles and procedures:

#### a. Values

The committee will act in a manner that values the contribution of the staff and management of the OMA. It expects its members to operate in compliance with the OMA's Code of Conduct and Civility and related policies and with all applicable laws and regulations governing OMA.

#### b. Annual Workplan

The OMA PSC will approve an annual workplan aligned with bilateral PSC priorities and the OMA's broader strategic objectives. This will be shared with the Board of Directors.

#### c. Meeting Agenda

Agendas will be primarily driven by the bilateral agenda, which is developed jointly by the OMA and the Ministry of Health in consultation with OMA staff. To ensure alignment with organizational priorities and responsiveness to emerging member needs, the OMA PSC may also table additional items for discussion, even if they are not included on the formal bilateral agenda. These items may inform future bilateral discussions or guide internal OMA planning and advocacy.

#### d. Committee Expectations and Information Needs

The committee expects that all reasonably required and available materials for regularly scheduled meetings will be received within a reasonable time frame in advance of each meeting (e.g. 5 days or as agreed to by the panel). Material timelines for ad hoc meetings will be determined jointly by the chair and staff on a case-by-case basis.

e. Self Assessment

The committee shall periodically review, discuss and assess its own performance, role, responsibilities and terms of reference as specified in the charter.

f. Committee Meeting Logistics

- i. OMA PSC meetings will be held monthly—or more frequently as required—to prepare for bilateral PSC meetings;
- ii. A quorum shall be a majority of the members;
- iii. OMA staff shall act as secretary of all meetings of the committee;
- iv. A copy of the minutes/meeting summaries shall be provided to each member of the committee routinely and, when requested, to any member of the board in a timely fashion.

**6. Reporting and Communications**

The co-chair, and where warranted the other members of the committee, are expected to have direct, open and candid communications throughout the year with the board, the CEO and other key advisors as applicable.

Reporting to the board, the committee, through its chair, shall report on key actions items at each regularly scheduled board meeting.

**7. Information and Independent Advice**

The committee will have access to all existing OMA information, documents, and records that it determines is necessary to carry out its duties and responsibilities (except in camera records or restricted embargoed records), including any and all reports from external counsel including a lawyer, accountant, consultant or any other advisor/professional.

In contributing to the panel fulfilling its duties under this charter, each member of the panel shall be entitled to rely in good faith upon: (i) any report or advice of an officer or employee of the OMA, if it is reasonable in the circumstances to rely on the report or advice; or (ii) any report of a lawyer, accountant, engineer, appraiser or other person whose profession lends credibility to a statement made by them.