



# Bylaws

Approved by  
Constituent Assembly  
17 November 2003

"GEORGIA FAMILY MEDICINE ASSOCIATION"  
(REGISTERED ASSOCIATION)

## **Article 1. General Provisions**

The Association “Georgia Family Medicine Association”, hereinafter “Association”, is founded on the basis of the Civil Code of Georgia and is a voluntary union of family medicine professionals.

The Association operates in accordance with the mentioned Code, Georgian legislation in force and its own bylaw.

1.1. The name of the Association is “Trade Association of Georgian Family Medicine Professionals”;

1.2. Since the date of registration the Association is a non-governmental, non-profit legal entity, with independent balance-sheet, separate property, payment and dollar accounts at Georgian and overseas banking institutions.

1.3. The Association can found affiliated societies, representative offices, departments, organizations with financial accounts in accordance with the rules defined by law within and outside Georgia. The Association can be the member of another public associations (including international).

1.3 The Association can protect and represent legal interests of its members in state institutions, legal organizations and funds.

1.4. The Association is authorized to conclude on its own agreements, acquire proprietary, personal non-proprietary rights and assume obligations, be a suitor or a responder in the court.

1.5. The Association has a seal with its name and emblem, all necessary requisites.

1.6. The Association is responsible for its obligations within the framework of property at its disposal.

1.7. The Association is established for unspecified period.

1.8. The location of the Association: 39b Chavchavadze Ave., Tbilisi, Georgia.

## **Article 2. Goals and Objectives of the Association Activities**

2.1 The goal of the Association:

- To support development of family medicine model-based Primary Care system in Georgia.

2.2 The objectives of the Association:

- Development of standards and regulations for professional activities of family medicine professionals working in Georgia: family physicians, general practice nurses and managers; analysis and control of practical application of their results;
- Study of activities of family doctors, general practice nurses and managers and subsequent elaboration of appropriate ways for the propose of maintenance of high professional standards;
- Active participation in development of undergraduate and postgraduate professional training programs for the professionals occupied in the field of family medicine and support of their practical implementation;
- Development and implementation of Continuous Medical Education programs for family physicians, general practice nurses and managers.
- Development of guidelines based on modern evidence-based general practice and support of their practical implementation.
- Implementation of scientific-research activities in the field of family medicine. Identification of existing problems in this way and development of plans for practical

measures for their eradication, their organization and coordination in order to increase effectiveness of primary care services for Georgian population;

- Study of experience and modern accomplishments of different countries of the world in the field of family medicine and their implementation in medical practice of Georgia;
- Cooperation with Georgian and foreign governmental and non-governmental organizations for development of family medicine of Georgia;
- Conducting of publishing and advertising activities in order to deliver scientific and educational information about family medicine to Georgian population and health professionals;
- Protection of professional rights and interests of health professionals in the framework of family medicine model in Georgia, as well as support of their activities.

### **Article 3. Founders of the Association**

3.1 The founders of the Association are:

<b>#</b>	<b>Name</b>	<b>Profession</b>
1	Irina Karosanidze	Family Physician, An Honorary Overseas GP Tutor at Themes Postgraduate Medical Dental Education University of London
2	Tamar Gabunia	Family Physician, An Honorary Overseas GP Tutor at Themes Postgraduate Medical Dental Education University of London
3	Marina Shikhashvili	Family Physician, An Honorary Overseas GP Tutor at Themes Postgraduate Medical Dental Education University of London
4	Ekaterine Gemazashvili	Family Physician
5	Eka Pagava	Family Physician
6	Luiza Shalamberidze	Family Physician, An Honorary Overseas GP Tutor at Themes Postgraduate Medical Dental Education University of London
7	Nino Kurashvili	Family Physician, An Honorary Overseas GP Tutor at Themes Postgraduate Medical Dental Education University of London
8	David Gogoladze	Family Physician, An Honorary Overseas GP Tutor at Themes Postgraduate Medical Dental Education University of London
9	Eteri Jajanidze	Family Physician, An Honorary Overseas GP Tutor at Themes Postgraduate Medical Dental Education University of London
10	Natela Jajanidze	Family Physician, An Honorary Overseas GP Tutor at Themes Postgraduate Medical Dental Education University of London
11	Marekhi Cherkezishvili	Family Physician, An Honorary Overseas GP Tutor at Themes Postgraduate Medical Dental Education University of London
12	David Kuchava	Family Physician, An Honorary Overseas GP Tutor at Themes Postgraduate Medical Dental Education University of London
13	Vara Odoshashvili	Family Physician
14	Nato Shengelia	Family Physician, An Honorary Overseas GP Tutor at Themes Postgraduate Medical Dental Education University of London
15	Mariam Supatashvi	Family Physician, An Honorary Overseas GP Tutor at Themes Postgraduate Medical Dental Education University of London
16	Iamze Rusishvili	Family Physician
17	Rusudan Chitaishvili	Family Physician

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18	Vazha Doborjginidze	MD, Health Care Organization
19	Mariam Tavartkiladze	MD, Health Care Organization
20	Ushangi Kiladze	Practice Manager
21	Manana Girkelidze	MD, Health Care Organization
22	Rusudan Salukvadze	Family Physician
23	Tamar Mkharvari	Family Physician
24	Vasil Betlemidze	MD, Health Care Organization
25	Nodar Bakradze	MD, Professor, Member of Medical –Social Academy
26	Temur Makhatadze	MD, Professor, Member of Medical –Social and Preventive Academies
27	Shota Shurgaia	MD, Professor, Member of Medical –Social and Preventive Academies
28	Otar Vasadze	MD, PHD
29	Maya Gogashvili	MD, Health Care Organization, Nurse training
30	Ketevan Loria	MD, Health Care Organization
31	Nino Asatiani	MD, Health Care Organization
32	Dimitri Jorbenadze	MD, Health Care Organization
33	Vakhtang Surguladze	MD, MBA, Health Care Organization
34	Nino Chikovani	MD, Health Care Organization
35	Iamze Gamjashvili	General Practice Nurse
36	Manana Odisharia	General Practice Nurse
37	Ketevan Jugeli	Family Physician
38	Lia Umikashvili	Family Physician
39	Nino Brachuli	Family Physician
40	Marina Bazuashvili	Family Physician
41	Revaz Morgoshia	MD, Health Care Organization
42	Revaz Tataradze	MD, PHD (1985); Senior Research Worker (1987), Associate Professor (1996); academic position: Associate Professor (from 1994), Department of Internal Diseases #1, Tbilisi State Medical University.
43	Maya Jojishvili	Family Physician, An Honorary Overseas GP Tutor at Themes Postgraduate Medical Dental Education University of London

## Article 4. The Association Membership

4.1 The member of the association may become any professional working and/or participating in the development process of general medical practice, who recognizes the Association Charter, participates directly in the implementation of its goals and objectives and pays membership fees regularly.

4.2 The person wishing to become the Association member should submit an application to the Association Administrative Board, which makes a decision by means of majority of votes of the Administrative Board members. The applicant is regarded as a member of the Association since the moment of making the decision. The Association member receives the certificate registered by the Administrative Board.

4.3 The Association member has the right:

- To participate in the Association activities and to be elected as a member of its governing bodies;
- To employ priority rights of participation in the Association programs;
- Get material, organizational or any other kind of support of the Association, use its international contacts and communication channels;

4.4 The Association member responsibilities:

- To participate in the Association activities, demonstrate initiative, support successful accomplishment of objectives set by the Association;
- Promote the goals and objectives of the Association;
- Pay entrance and annual membership fees;

4.5 Membership of any of the persons is discontinued in following cases:

- By request of the member, who has to inform about this in writing the Association Administrative Board;
- If the member does not accomplish mentioned obligations systematically due to unreasonable excuse, general meeting makes a decision to discontinue his/her membership;
- On the basis of the decision of a general meeting a member might be excluded from the Association for rough violation of the Association Charter, or for the activities directed against the goals and objectives of the Association;
- Excluded member has the right to appeal a decision in the court.

4.6 The members of the Association are not responsible for the obligations of the Association; likewise, the Association is not responsible for the obligations of its members.

## **Article 5. The Structure of the Association**

5.1 The superior body of the Association is a general meeting of the Association members convened annually by the Administrative Board. Unscheduled meeting could be convened on the initiative of 1/10 of the members, submitted in written request, with indication of an agenda.

5.2 Information on general meeting convention is communicated to the Association members in writing in two weeks advance, or through announcement in the publication of the Association.

5.3 The meeting is authorized, if the majority of members attends it, or is represented. Decisions at general meetings are made by the majority of votes.

### **5.4 The Competencies of General Meeting:**

- Identification of main directions of the Association activities;
- Introduction of changes or amendments to the Association Charter;
- Election of the Association Administrative Board;
- Listening and approval of the Administrative Board reports;
- Election of the Auditing Committee;
- Making the decision on liquidation or reorganization of the Association.

5.5 At the periods in between general meetings the executive and management body of the Association is the Administrative Board. It is responsible for the management of the Association activities.

5.6 Meetings of the Administrative Board are convened no less than once in 3 months. Unscheduled meetings could be held on the initiative of the Chairman or on written request of 1/3 of the board members.

5.7 The Administrative Board is responsible for the management of the Association.

5.8 The Administrative Board meeting is authorized if it is attended by no less than ½ of its members. The decisions are made by the majority of votes of the audience.

5.9 The disputes among Administrative Board members, related to interpretation and accomplishment of the Charter will be solved by mutual agreement; if the agreement is not reached, the dispute will be solved in the court.

5.10 Denial of responsibility by the Administrative Board members is nullified.

5.11 The Administrative Board member could not be a member of an administrative board with similar aims. If the Administrative Board member would like to be a member of an administrative board with similar aims, s/he needs the agreement of the Association Administrative Board; the agreement is not needed, if a person has already been the member of another administrative board, whereas nobody has requested to renounce membership prior to being elected in the Association Administrative Board.

5.12 The Administrative Board elects the Chairman of the Administrative Board.

### **5.13 Competencies of the Administrative Board:**

- Identification of strategic activities of the Association;
- Ensuring accomplishment of the general meeting decisions;
- Identification of amount and payment rules of membership fees;
- Identification of amount of donations and juridical status of the entities demonstrating interest in the Association membership.
- Making efficient decisions on all current issues, which arise at periods between general meetings and which does not fall within the range of special competencies of the meeting.

5.14 The number of the Association Administrative Board members is twenty-one (21); it is elected for four years period.

5.15 The founders of Association are the members of the Administrative Board:

1. Irina Karosanidze
2. Tamar Gabunia
3. Otar Vasadze
4. Vazha Doborjginidze
5. Revaz Morgoshia
6. Marina Shikhashvili
7. Nana Asatiani
8. Temur Makhatadze
9. Mariam Tavartkiladze
10. Vakhtang Surguladze
11. Dimitri Jorbenadze
12. Nino Chikovani
13. Manana Girkelidze
14. Maya Gogashvili
15. Revaz Tataradze
16. Nodar Bakradze
17. Vasil Betlemidze
18. Ketevan Loria
19. Rusudan Salukvadze
20. Ketevan Jugeli
21. Shota Shurgaia
22. Luiza Shalamberidze

5.17 Current activities of the Association are directed by Chairman of the Administrative Board, who is the contact person in relationships with juridical and physical entities in the country and outside its borders.

### **5.18 Chairman of the Administrative Board:**

- Concludes agreements;
- Issues certificates of authority;
- Conducts negotiations;
- Opens and closes accounts in banking institutions;
- Allocates property and resources of the Association in agreement with the Administrative Board;
- Signs financial and other documentation.

5.19 Auditing Committee of the Association controls organizational, medical, scientific, administrative/economic and financial activities of the Association. The Auditing Committee is staffed with three members. Audit of activities of the Association is conducted if necessary, but not less than annually. Results of the audit are communicated in writing to the Administrative Board and the initiators of unscheduled audit. Report of the Auditing Committee is presented to the next general meeting of the Association.

#### **Article 6. Property of the Association, Sources of Income**

6.1 The Association may own any type of real estate and movable property, except for the property withdrawn from circulation.

6.2 In order to accomplish its goals the Association may receive an aid from donor organizations in the form of equipment, furniture, educational materials, technical assistance, etc.

6.3 Financial resources of the Association are formed by membership fees and donations, by incomes generated through the Association activities and other income generated by legal economic activities of the Association.

6.4 Incomes of the Association should be used for the implementation of the goals of the Association Charter; distribution of income to the Association members is not permitted.

#### **Article 7. Economic Activities of the Association**

7.1 The Association has the right to undertake supportive entrepreneurial activities.

7.2 The Association has the right to establish enterprises in accordance with the Law "On Entrepreneurship", in line with rules defined by law.

7.3 Fiscal year of the Association starts on 1 January and ends on 31 December, except the first year, which has started from the moment of registration and ends on 31 December.

#### **Article 8. Reorganization and Liquidation of the Association**

8.1 Discontinuation of the Association activities is accomplished by its reorganization or liquidation.

8.2 The Association is liquidated in following cases:

- Bankruptcy or cancellation of the registration;
- If the Association essentially turns to entrepreneurial activities;
- By means of decision of the members of general meeting.

8.3 Liquidation is made by the Administrative Board; however, if the members of the Administrative Board have disagreement with regards to liquidation issues, liquidation is done by liquidators appointed by court, in accordance with rules defined by law.

8.4 In case of liquidation of the Association its current activities should be completed, demands should be identified, creditors should be satisfied; following entities are authorized to receive the rest of the property through court decision:

- Associations with similar goals;
- Charity organizations;
- The state.

8.5 Liquidation of the Association is recognized as completed and its activities discontinued from the moment of decision on withdrawal of the Association from the State Register, made by the registration body.

**THE FOUNDERS OF THE ASSOCIATION:**

1. Irina Karosanidze
2. Tamar Gabunia
3. Marina Shikhashvili
4. Ekaterine Gemazashvili
5. Eka Pagava
6. Luiza Shalamberidze
7. Nino Kurashvili
8. David Gogoladze
9. Eteri Jajanidze
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26. Temur Makhatadze
27. Shota Shurgaia
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