

Constitution of the UK Clinical Virology Network



1. The United Kingdom Clinical Virology Network shall consist of a linked and co-ordinated group of laboratories distributed in all major centres throughout the UK and Ireland. It will provide evidence-based and practical virological advice to Government, Chief Medical Officers, the National Health Services and the Health Protection Agency on all aspects of viral diseases.
2. The aim of the Network is to promote the interests of clinical virology, and its medical and laboratory practice in the United Kingdom and Ireland.
3. The Network shall promote a uniform approach to surveillance; a rapid and considered response to virological emergencies; centrally agreed protocols for the management of viral diseases and best laboratory practice; an education and training resource, and undertake related activities.
4. Members of the Network shall comprise Consultant Clinical Virologists in Specialist Virology Centres and Reference Laboratories together with those in equivalent posts in Specialist Virology Units; Consultant Clinical Scientists in Clinical Virology; state registered Healthcare Scientists working in Clinical Virology; and Specialist Registrars in Clinical Virology.
5. Specialist Virology Centres, Reference Laboratories and Specialist Virology Units shall pay an annual subscription for membership of the Network.
6. Voting rights in elections and access to the message board of the Clinical Virology Network website shall be restricted to those members whose Specialist Virology Centre or Specialist Virology Unit are in good standing with the United Kingdom Clinical Virology Network.
7. Other professionals deemed acceptable to the membership of the Network may become associate members of the United Kingdom Clinical Virology Network but shall not hold voting rights. At the discretion of the Chair of the Network, associate members may be granted access to the message board and SCIQAS scheme of the Clinical Virology Network on payment of an annual subscription.
8. Corporate membership of the Network shall be made available to selected commercial organisations that support and sponsor the aims and objectives of the Network. Corporate members shall hold voting rights with one vote allocated per organisation.
9. The membership of the Executive Committee will consist of the Chair(s), an elected Treasurer, three elected members each representing medical virologists, clinical scientists, and biomedical scientists respectively, the Chair of the RCPATH Virology Sub-committee, RCPATH Chief Examiner of Virology,

RCPATH Chair of CATT, a representative from the Department of Health and a representative for the Corporate members of the Network.

10. The Network shall have its day to day business conducted by a Chairperson, who will be elected for a period of 3 years from amongst its membership, using a one-member-one-vote system; if no single individual can be agreed on for the post of Chair two separate Committee Members may agree to work jointly to fulfil the Chair functions.
11. Nominations for the post of Chair shall be sought by the Executive Committee fifteen months before the office becomes vacant, which nomination must be proposed and seconded by members of the Network and the proposed individual must agree to be a candidate. The Chair Elect shall serve as deputy to the Chair for a period of 12 months before assuming the role of Chair.
12. Voting papers will be distributed by email and returned to the Secretary of the Executive Committee. A simple majority shall determine the outcome.
13. The Chair or a representative designated by the Executive Committee shall present an itemised summary of the Accounts of the Network at the Annual General meeting of the Network.
14. Members from the Network will be co-opted to Executive Committee meetings for specific issues. In addition, individual members wishing to raise a specific issue will be given access to Committee meetings.
15. Members of the Executive Committee will be elected by vote in the same manner as the Chief Executive. Voting papers will be distributed by email and returned to the Secretary of the Executive Committee. A simple majority shall determine the outcome.
16. Members of the Executive Committee shall hold office for a term of 3 years and may stand for re-election.
17. The Executive Committee will meet twice a year and there will be an Annual General Meeting for all members at which the Chair and Executive Committee will report the activity of the Network.