

The Australian Group on Antimicrobial Resistance (AGAR)

Operating Procedures 2022

AGAR

AGAR is a working group of the Australian Society for Antimicrobials (ASA).

The AGAR Executive manages the activities and operations of AGAR.

ASA manages the AGAR finances, provides administrative support and funds the maintenance of the AGAR website.

An AGAR representative, as recommended by the AGAR Executive, is co-opted onto the ASA Committee to provide a report on AGAR activities (**ATTACHMENT 1**).

The AGAR Executive can make to the ASA Scientific Committee, recommendations of speakers and topics for the ASA annual national scientific meeting

EXECUTIVE

1. EXECUTIVE COMMITTEE (ATTACHMENT 2)

The executive shall be composed of eight elected AGAR Committee members and consist of:

A Chair; Deputy Chair, and six Scientific members

Plus the two AGAR Scientific Officers

2. ELECTION OF EXECUTIVE

An **elected** member of the executive must be a committee member of AGAR
Elected members of the executive are elected by the committee members of AGAR

Elections are held every three years at the July meeting.

A nomination form is circulated by the AGAR Scientific Officer tri-annually prior to the July Committee Meeting (The next election is due July 2023).

Nominations are emailed to the AGAR Scientific Officer two weeks before the July Committee Meeting.

Voting papers are circulated with the July Agenda (two weeks prior to the meeting).

The AGAR Scientific Officer will be the Returning Officer at the July meeting.

The Returning Officer must receive completed voting papers before the Friday lunch interval of the July meeting.

Members will vote for eight members to become the Executive. It is expected that there will be a mixture of scientists and medical practitioners on the Executive.

Results of the voting will be announced after the Friday lunch interval.

NOTE: If only eight nominations are received an election is not required.

NOTE: If less than eight nominations are received the incoming Executive may co-opt an AGAR committee member to the Executive.

3. ELECTION OF EXECUTIVE OFFICE HOLDERS

Election of the Chairperson, Deputy Chairperson and Chair of the AGAR Data Governance Committee (three year term) will be made by the AGAR elected members of the Executive.

4. FUNCTION OF THE EXECUTIVE

NOTE: When required, voting will be restricted to the **elected** AGAR Executive members.

a. MEMBERSHIP OF AGAR

Applications will only be considered at a meeting of the Executive.
Admission will be in accordance with the following guidelines:

b. NEW MEMBERS

- i. New members must undertake to participate in the
 1. Australian Staphylococcus Sepsis Outcome Programme (ASSOP)
 2. Australian Gram Negative Sepsis Outcome Programme (GNSOP)

3. Australian Enterococcal Sepsis Outcome Programme (AESOP)

c. CURRENT MEMBERS

- i. Can only remain as members if their laboratory actively participates in the three ongoing programmes
- ii. Shall usually consist of only one medical and one scientific member from the laboratory
- iii. Positions currently vacant within a laboratory do not necessarily have to be occupied.
- iv. Co-opted members
 1. Co-opted members will participate regularly if they have a defined contribution to the antibiotic resistance surveillance programmes. A time limit will be defined for their participation
 2. A person may be co-opted to a single meeting for a specified purpose

d. AGAR PROGRAMMES

The AGAR Executive will organise surveillance programmes on antibiotic resistance where it is decided that these have significance for human health and therapy. It is expected the programmes will be performed with a view to be put into the public domain via publication in peer reviewed journals.

Certain programmes will be ongoing, based on the three permanent programmes. These include:

- Australian Staphylococcus Sepsis Outcome Programme (ASSOP)
- Australian Gram Negative Sepsis Outcome Programme (GNSOP)
- Australian Enterococcal Sepsis Outcome Programme (AESOP)

AGAR PROGRAMME COMMITTEES

1. AGAR PROGRAMME COMMITTEE TERMS OF REFERENCE

The AGAR Programme Committees are working groups of AGAR

The Programme Committees will:

- Have the key advisory role of ensuring the highest quality of results is collected within an AGAR surveillance programme

- Analyse the clinical data collected in the AGAR surveillance programme with the aim of producing peer reviewed publications
- Organise additional research activities related to the surveillance programme
- Provide scientific advice to the AGAR Executive on matters that are related to the surveillance programme
- Assist with the July AGAR Committee Meeting Programme

NOTE: As per the contract with the Australian Government Department of Health the AGAR reports for each ongoing programme will be written by the AGAR writing groups. The Chairs of the writing groups are:

ASSOP – Professor Geoffrey Coombs

AESOP – Professor Geoffrey Coombs

GNSOP – Professor Jon Iredell

2. AGAR PROGRAMME COMMITTEE MEMBERSHIP (ATTACHMENT 3)

The main structure of the Programme Committee will be:

- The Chair – who will have the overall responsibility for the Committee
- The Committee

The Programme Committee Chair will be nominated by the AGAR Executive.

The Programme Committee will include the Chair and the Scientific Officer responsible for the AGAR Programme

ASSOP – Ms Denise Daley

AESOP – Ms Denise Daley

GNSOP – Ms Jan Bell

The appointment of the Programme Committee Members including the Chair is for three years commencing July 2020

The Programme Committee members will be selected by the Programme Committee Chair and may consist of AGAR and non-AGAR members

The Programme Committee may on an *ad hoc* basis nominate experts to participate in meetings of the Committee

AGAR COMMITTEE MEETING (JULY)

The AGAR Committee meeting will be held each year in July (Friday 1000 – 1600) either in Melbourne or Sydney (location and date to be determined by the AGAR Executive) and will be organised by the AGAR Executive.

The meeting will be chaired by the AGAR Deputy Chair.

The finalised reports from the previous year will be presented at the meeting

Typically the meeting will consist of three symposia

- ASSOP Symposium (1.5 hours)
 - Antimicrobial Resistance and Epidemiology
 - Clinical data
 - Invited presentation on *S. aureus* from a member of the AGAR committee

- AESOP Symposium (1.5 hours)
 - Antimicrobial Resistance and Epidemiology
 - Clinical data
 - Invited presentation on Enterococcus from a member of the AGAR committee

- GNSOP Symposium (1.5 hours)
 - Antimicrobial Resistance and Epidemiology
 - Clinical data
 - Invited presentation on Gram negatives from a member of the AGAR committee

Additional medical/scientist participants from currently participating laboratories may attend when the meeting is in the same city as the laboratory.

Non-members from laboratories in the same city as the meeting may be invited to attend as deemed appropriate.

AGAR EXECUTIVE COMMITTEE MEETING (JULY/NOVEMBER)

1. JULY MEETING (Sydney)

Thursday 1400 – 1730

2. NOVEMBER MEETING (Sydney)

Friday 1000 – 1500

AGAR DATA AND GOVERNANCE MANGEMENT COMMITTEE

The AGAR database will be stored on a secure server and will be managed by an AGAR subcommittee

The AGAR Database Management Committees is a working group of AGAR. The main structure of the Programme Committee will be (ATTACHMENT 4)

- a. The Chair – who will have the overall responsibility of the Committee
- b. The Committee

The appointment of the AGAR Database Management Committee Members including the Chair is for three years.

The AGAR Database Management Committee members will be selected by the AGAR Executive

The AGAR Database Committee may on an *ad hoc* basis nominate experts to participate in meetings of the Committee

WEBSITE

The AGAR website will be maintained by the AGAR Scientific Officer and the ASA Business Manager. The Executive will co-ordinate the items to be included on the website.

AGAR FUNDING

Refer to Agreement between the Australian Government Department of Health and the Australian Society for Antimicrobials.

ATTACHMENT 1

2020 – 2023 AGAR Representative on the ASA Committee

Professor Geoffrey Coombs

ATTACHMENT 2

2020 - 2023 AGAR Executive

Elected AGAR Members

Chair:	Professor Geoffrey Coombs
Deputy Chair:	Professor Thomas Gottlieb
Member:	VACANT
Member:	Professor Peter Collignon
Member:	Professor Jon Iredell
Member:	Dr Morgyn Warner
Member:	Dr Jenny Robson
Member:	Dr Louise Cooley

AGAR Scientific Members

Scientific Officer:	Ms Denise Daley
Scientific Advisor:	Ms Jan Bell

ATTACHMENT 3

2020 - 2023 AGAR Programme Committees

Confirmed

ASSOP

Professor Geoffrey Coombs (Chair)
Ms Denise Daley (AGAR Scientific Officer)
Professor Peter Collignon

AESOP

Professor Geoffrey Coombs (Chair)
Ms Denise Daley (AGAR Scientific Officer)
Dr Jenny Robson
Dr Louise Cooley
Dr Sebastian van Hal

GNSOP

Professor Jon Iredell (Chair)
Ms Jan Bell (AGAR Scientific Advisor)
Dr Alicia Fajardo Lubian
Dr Jason Kwong
Professor Tom Gottlieb
Dr Patrick Harris
Dr Norelle Sherry
Dr Sam Abraham

ATTACHMENT 4

2020 - 2023 AGAR Data Governance Management Committee

Chair: Dr Louise Cooley
Member: Ms Denise Daley
Member: Ms Jan Bell

AGAR Committee Members

Institution Medical Representative Scientific Representative

ACT

The Canberra Hospital Peter Collignon Susan Bradbury

NSW

Concord Hospital	Tom Gottlieb	John Huynh
John Hunter Hospital	Hemalatha Varadhan	Bree Harris
Nepean Hospital	James Branley	Linda Douglass
Royal North Shore		Angela Wong
Royal Prince Alfred	Sebastian van Hal	Frances Jenkins
Westmead Hospital	Jon Iredell	Andrew Ginn
Wollongong Hospital	Peter Newton	Melissa Hoddle
St Vincent's Hospital	Jock Harkness	David Lorenz
Children's Hospital Westmead	Alison Kesson	Andrew Jarrett
Sydney Children's Hospital and Prince of Wales Hospital	Monica Lahra	Peter Huntington
Liverpool Hospital	Michael Maley	Helen Ziochos
Gosford Hospital	Gabrielle O'Kane	Nola Hitchick

Vic

The Alfred Hospital	Adam Jenney	Jacqueline Williams
Austin Hospital	Marcel Leroi	Elizabeth Grabsch
Monash Medical Centre and Monash Children's Hospital and Dandenong Hospital	Tony Korman	Despina Kotsanas
Royal Children's Hospital	Andrew Daley	Gena Gonis
St Vincent's Hospital	Amy Crowe	Lisa Brenton
Royal Melbourne Hospital	Katherine Bond	Rose Cotroneo

Qld

Cairns Base Hospital	Enzo Binotto	TBA
Gold Coast Hospital	Petra Derrington	Cheryl Curtis

Princess Alexandra Hospital	Naomi Runnegar	Joel Douglas
Prince Charles Hospital	Robert Horvath	
Royal Brisbane and Women's	Patrick Harris	Narelle George
Greenslopes Hospital (SNP) and Mater Hospital Townsville	Jenny Robson	Marianne Allen
Queensland Children's Hospital	Clare Nourse	
NT		
Alice Springs Hospital		James McLeod
Royal Darwin Hospital	Rob Baird	Jann Hennessy
SA		
Flinders Medical Centre	Kelly Papanaooum	Xiao Chen
Royal Adelaide Hospital and Women's and Children's	Morgyn Warner	Kija Smith
WA		
Joondalup Hospital (WDP)	Shalinie Perera	Ian Meyer
Royal Perth Hospital and Fiona Stanley Hospital	Owen Robinson	Geoff Coombs
Sir Charles Gairdner	Ronan Murray	Jacinta Bowman
Remote WA	Michael Leung	
St John of God Murdoch (ACL)	Sudha Pottumarthy-Boddu	Jacqueline Schuster
Perth's Children's Hospital	Christopher Blythe	
TAS		
Royal Hobart Hospital	Louise Cooley	David Jones
Launceston Hospital	Pankaja Kalukottege	Kathy Wilcox

AGAR Scientific Officers

Denise Daley

Jan Bell