

Terms of Reference

December 2021

Purpose

This document sets out the scope for the *Community of Practice for Action on HIV and Mobility*.

Background

Population mobility has increased dramatically in the last sixty years, contributing to the transmission of several infectious diseases globally, including HIV. Notifications of HIV in countries such as Australia, the United States, Canada and some European nations have increased among people born overseas, and in some instances, among people travelling to other countries.

In March 2015, a **Community of Practice for Action on HIV and Mobility (CoPAHM)** was established to help keep HIV and population mobility issues on the national agenda, with funding for secretariat support from the WA Department of Health Sexual Health and Blood-Borne Virus Program.

Function

A **community of practice** is “a group of people who share a concern, a set of problems, or a passion about a topic, and who deepen their knowledge and expertise in this area by interacting on an ongoing basis¹”.

The CoPAHM is a forum to develop a cross-sector alliance of organisations, clinicians, community members and members of affected populations who have an interest in HIV and mobility issues and seek to remain connected or collaborate with others working, researching, or developing policy in this area. The CoPAHM is guided by four main principles. These principles underpin the strategic approach to HIV management for migrant and mobile populations in Australia.

- **Partnerships and collaboration** - Working with other groups to achieve vision, including peak, government and non-government organisations and affected communities
- **Access and equity** - Addressing determinants of health that impact HIV outcomes, acknowledging that intersecting characteristics result in unique challenges and experiences for priority populations
- **Evidence** - Supporting research, policy and practice responses informed by evidence
- **Ethics and human rights** - Ensuring ethical practice

Role of the CoPAHM

¹ Wenger E, McDermott R A, Snyder W. *Cultivating communities of practice: a guide to managing knowledge*. Harvard Business School Press; 2010.



The role of the CoPAHM is to support the mobilisation of relevant sectors and organisations in the response to HIV and population mobility nationally. It is essential that there is a collaborative approach between the Australian Government and State and Territory governments, community-led organisations, peak bodies, clinical services, research groups, and affected communities, to work together to provide informed leadership, policy and coordinated support.

Membership and Roles

The *CoPAHM Coordinator* will manage the technical and administrative aspects of the community, e.g. facilitate discussions, conduct evaluations, call meetings, provide secretariat support, update website, and monitor and report on progress.

Membership will comprise practitioners, clinicians, researchers, community members, and policymakers with an interest in progressing action on issues associated with HIV and mobility in Australia. Members will be added to the CoPAHM email list to receive communications.

Each member is encouraged to:

- Share knowledge, expertise and experience in HIV and mobility
- Share relevant resources
- Contribute to a body of knowledge and resources available to all members
- Provide input and feedback to fellow CoPAHM members
- Participate in discussions
- Participate or support CoPAHM activity where relevant

On an as-needs basis, members will be invited to engage in decision making, participate in coordinated activities, or to lead action on activities.

Subgroups

State and Territory (S/T) sub groups will comprise members in each jurisdiction, responsible for managing local action plans. Additional sub groups/special interest groups may be developed in response to priorities identified by the CoPAHM as needed, producing tangible outputs.

The National Governance Group (NGG) will provide leadership, monitor progress of CoPAHM activities across States and Territories, and provide direction to the CoPAHM Coordinator. The NGG will meet (face to face or online) at least annually with a minimum quorum of 5 representatives. These meetings will also be attended by the CoPAHM Coordinator and members of the project team. The NGG currently includes representation from CoPAHM, Curtin University, University of Southern Queensland, Queensland University of Technology, Department of Health WA, Department of Health South Australia and Australian Federation of AIDS Organisations (AFAO).

Conflict of Interest

Members have an obligation to declare any actual or potential conflict of interest.

Evaluation

Evaluation of CoPAHM will be assessed through bi-annual activity progress reports, submitted to the WA Department of Health, Sexual Health and Blood-Borne Virus Program.

Endorsement: Endorsed by NGG, November 2021

Review date: December 2022