

**AMENDED BY-LAWS
PHILIPPINE COLLEGE OF PHYSICIANS**

**ARTICLE I
OFFICE**

The Principal Office of the corporation shall be located in Metro Manila, Philippines. The Board of Regents may from time to time establish chapters elsewhere in the Philippines as the needs of the Corporation may demand.

**ARTICLE II
MEMBERSHIP**

SECTION 1. Membership in the Philippine College of Physicians shall be in any of the following categories :

- a. **MEMBER** (As amended on October 13, 2012)
- b. **DIPLOMATE** (As amended on October 13, 2012)
- c. Fellow
 - 1) Regular Fellow
 - 2) Life Member
 - 3) Life Fellow
 - 4) Fellow Emeritus
- d. Honorary Fellow

SECTION 2. MEMBER. A MEMBER IN THE COLLEGE SHALL MEET THE FOLLOWING REQUIREMENTS: (As amended on October 13, 2012)

- 1) **HE MUST HAVE COMPLETED HIS RESIDENCY TRAINING IN INTERNAL MEDICINE IN A PCP-ACCREDITED TRAINING PROGRAM; OR HE MUST BE AN AFFILIATE SOCIETY BOARD CERTIFIED MEMBER;**
- 2) **HE MUST BE OF GOOD MORAL CHARACTER AND GOOD ETHICAL STANDING IN THE PROFESSION;**
- 3) **HE MUST SUBMIT AN APPLICATION TO THE BOARD OF REGENTS IN A MANNER AND FORM PRESCRIBED BY THE MEMBERSHIP AND CREDENTIALS COMMITTEE AND SHALL PAY THE CORRESPONDING ANNUAL MEMBERSHIP DUES;**
- 4) **THE APPLICATION MUST BE ENDORSED BY AT LEAST TWO (2) FELLOWS IN GOOD STANDING OF THE COLLEGE; OR BY AT LEAST TWO (2) CURRENT MEMBERS OF THE BOARD OF DIRECTORS OF THE COMPONENT OR AFFILIATE SOCIETY CONCERNED.**

SECTION 3. DIPLOMATE. A DIPLOMATE IN THE COLLEGE SHALL MEET THE FOLLOWING REQUIREMENTS: (As amended on October 13, 2012)

- 1) **HE MUST MEET ALL THE QUALIFICATIONS AND REQUIREMENTS OF A MEMBER;**
- 2) **HE MUST HAVE PASSED THE INTERNAL MEDICINE CERTIFYING EXAMINATION GIVEN BY THE PHILIPPINE SPECIALTY BOARD OF INTERNAL MEDICINE;**
- 3) **A DIPLOMATE CAN QUALIFY FOR FELLOWSHIP IN THE COLLEGE AFTER A PRESCRIBED PERIOD OF TIME TO BE DETERMINED BY THE BOARD OF REGENTS.**

SECTION 4. FELLOWS. Fellowship in the College shall be classified as:

- a. Regular Fellows
 - b. Life Members
 - c. Life Fellows
 - d. Fellow Emeritus
- a. **FELLOWSHIP IN THE PCP CAN BE ATTAINED ONLY BY APPLICATION OR INVITATION TO THE POSITION.** A **DIPLOMATE** can qualify for Fellowship in the College only after a prescribed period of time to be determined by the Board of Regents. ***(As amended on May 7, 1998 and October 13, 2012)***
- b. Fellows of the College are authorized to use the title of Fellow of the Philippine College of Physicians (FPCP). ***(As amended on May 8, 1997)***
- c. REGULAR FELLOWS. A candidate for Regular Fellow shall meet the following requirements :
- 1) He must comply satisfactorily with all the qualifications of a **DIPLOMATE** of the College ; ***(As amended on May 7, 1998 and October 13, 2012)***
 - 2) **FELLOWSHIP IN THE COLLEGE CAN BE ATTAINED ONLY AFTER FULFILLMENT OF REQUIREMENTS AS PRESCRIBED BY THE COMMITTEE ON MEMBERSHIP AND CREDENTIALS DULY APPROVED BY THE BOARD OF REGENTS;** ***(As amended on February 9, 1994 and October 13, 2012)***
 - 3) Applications shall be addressed to the Board of Regents accompanied by an endorsement from 2 Fellows of the College in good standing and by payment of a prescribed processing fee which shall be applied to the corresponding membership dues for the first year if the application is approved.
- d. LIFE MEMBERS. Life Membership may be obtained by any Fellow in good standing for at least 5 consecutive years by applying and by paying a prescribed fee. The corresponding certificate attesting to such status shall be awarded in appropriate ceremonies. A Life Member shall thereafter be exempt from payment of annual membership dues. ***(As amended on May 16, 2002)***
- e. LIFE FELLOWS. Fellows of the College who were Past President of the College, members of the Philippine Specialty Board of Internal Medicine who have completed the full term and/or full professors of medicine in colleges or schools of medicine duly accredited by the PCP are entitled to Life Fellowship in the College. The Membership and Credentials Committee shall submit a list of qualified members for Life Fellowship and the Board of Regents, sitting en banc, acting favorably on the recommendation of the Membership and Credentials Committee shall bestow the title of Life Fellow on qualified members. The corresponding certificate and medal attesting to such status shall be awarded in appropriate ceremonies.

A Life Fellow shall thereafter be exempt from payment of annual membership dues, assessments, convention fees and other requirements of active membership, and may still enjoy all the privileges of a Fellow. ***(As amended on May 16, 2002)***

- f. FELLOW EMERITUS. A Fellow of the College in good standing for at least ten consecutive years automatically becomes Fellow Emeritus upon attaining the age of sixty-five (65) years, regardless of membership status, active or inactive. He shall be exempt from payment of annual dues, assessments, convention fees and other requirements of active membership, but may enjoy all the privileges of a Fellow. (As amended on May 16, 2002)

SECTION 5. HONORARY FELLOWS. A member of the medical profession who is generally recognized as occupying a position of honor or eminence in the practice of Internal Medicine or any of its subspecialties or in medical research may be conferred an Honorary Fellowship in the College upon approval by the Board of Regents. Proposals for Honorary Fellowship should be submitted to the President of the College before the annual meeting. Processing and review of such proposals and the supporting credentials are the direct responsibility of the Board of Regents.

However, when it is deemed urgent to award Honorary Fellowship to eminently qualified physicians or scientists, these requirements may be waived upon unanimous vote of approval by the Board of Regents. The awardee will receive a medallion at the appropriate ceremony during the annual convention. He shall have all the privileges of a Fellow but may not vote or hold office and shall have no financial obligations to the College. (As amended on May 5, 2009)

SECTION 6. A list of applicants for **MEMBERS** and Fellows shall be circulated at least two months prior to the annual convention among the entire membership of the College inviting comments regarding the candidates. Such comments shall be treated with the strictest confidence. Favorable action by the Board of Regents shall be required for approval of all applications. ***(As amended on October 13, 2012)***

SECTION 7. DUES.

- a. The Board of Regents may adjust all dues and fees from time to time as it may deem necessary.
- b. Members of the College shall pay the annual membership dues on or before the last day of the annual convention but not later than May 31 of each year at the National Office of the Corporation. Where a chapter has been organized, the registered member shall pay his dues to the chapter treasurer or his duly authorized representative.

Dues and other financial obligations to the College become delinquent sixty (60) days after they fall due. (As amended on May 16, 2002)

- c. The registration fee at the annual convention of the College and such other fees and charges as may arise in connection with other affairs and activities of the College shall be determined and set by the Board of Regents.

SECTION 8. GROUNDS FOR TERMINATION OF MEMBERSHIP

- a. A member in any of the membership categories in Article II Section 1 may be dropped from the rolls of the College upon the vote of at least 2/3 of the Board of Regents at a meeting duly called for that purpose for commission of or involvement in, grossly unethical acts or any act which is patently inimical to the best interest of the College. Without limiting the definition of the foregoing, any conviction for a felony or withdrawal of license to practice medicine in any country or state will cause the member to be automatically dropped from the rolls of the College unless the conviction or revocation of license is reversed by competent authority. Further, in the case of an **MEMBER, DIPLOMATE**, or Fellow, the following grounds shall cause his removal from the rolls of the College: ***(As amended on October 13, 2012)***
- 1) Failure to pay dues and other financial obligations to the College for three consecutive years without justifiable cause.
 - 2) Failure to acquire the minimum number of CME credit units as required by the Committee on Membership and Credentials and failure to attend two (2) consecutive annual or midyear meetings of the College. ***(As amended on May 8, 1992)***
 - 3) Expiration of an inactive status (see below)
 - 4) Where applicable in the above cases, the member concerned shall be granted by the Board of Regents the opportunity to present his side or otherwise refute the grounds for the proposed termination of his membership. Any member may, however, voluntarily terminate his membership by written resignation which shall be tendered with the Board of Regents.
- b. Any **MEMBER, DIPLOMATE**, or Fellow who is dropped from the rolls of the College for any of the reasons above enumerated may not use the title of **MEMBER, DIPLOMATE**, or Fellow of the Philippine College of Physicians (FPCP), neither may he enjoy any of the rights and privileges inherent in, or appurtenant to, such membership. ***(As amended on October 13, 2012)***

If, in spite of such dropping from the rolls, the separated member ignores the aforementioned injunction, the College reserves the right to all legal sanctions necessary to protect its interests. ***(As amended on May 7, 1998)***

SECTION 9. INACTIVE STATUS

- a. Members of the College who are unable to comply with the minimum requirements of membership shall be dropped from the rolls of the College unless they are in an inactive status.
- b. Any **MEMBER, DIPLOMATE**, or Fellow of the College who, for justifiable reasons, may find that he will be unable to fulfill or otherwise comply with minimum requirements to retain his membership in good standing may apply to the Board of Regents for conversion to inactive status. Such application must be made in writing stating, among other things, the reasons for the request and specifying the period of the inactive status being applied for.

Members in inactive status, however, are not exempt from the payment of annual dues and other financial obligations to the College. They may continue to use the title Fellow of the Philippine College of Physicians (FPCP) and/or Diplomates in Internal Medicine. **(As amended on May 7, 1998 and October 13, 2012)**

- c. Life Fellows who fail to acquire the minimum number of CME credit units as required by the Committee on Membership and Credentials and who fail to attend five (5) consecutive annual or midyear meetings of the College, for no justifiable cause, shall be reclassified by the Board of Regents as inactive. (As amended on May 8, 1992)
- d. A Life Fellow who, for justifiable reasons, may find that he will be unable to fulfill or otherwise comply with the minimum requirements to remain in good standing may apply to the Board of Regents for conversion to inactive status. Such application must be done in writing, stating, among other things, the reason for such request and the specific period of the inactive status being applied for. (As amended on May 8, 1992)
- e. Members who are in inactive status may, for justifiable reasons, reapply to the Board of Regents for extension of said status in writing and again stating the reasons for, and the specific period of such extension.

SECTION 10. REINSTATEMENT OR REACTIVATION OF MEMBERS.

- a. Members of the College who have been dropped or separated from the rolls of the College may apply in writing to the Board of Regents for reinstatement. They must, among other things, give the cause or causes of their deficiency, the justification for reinstatement and pay all the arrears in their dues and other financial obligations to the College during the entire period of their delinquency or duration of separation.
- b. Members who have been dropped or separated from the rolls of the College may not be reinstated to the College, except under the circumstance stated in Article II Section 8 Paragraph A regarding reversal of a conviction for a felony or withdrawal of license to practice medicine.
- c. The Board of Regents having found the applicant to have satisfactorily complied with all the requirements for reinstatement and having in turn approved the same by majority vote, conveys such approval to said applicant and shall formally announce such reinstatement in appropriate ceremonies; provided, however, that a member whose period of delinquency and deficiency or period of separation exceeds five (5) years may be required by the PSBIM to take revalidating examinations, oral or written, or both, as a prerequisite to such approval.

SECTION 11. VOTING PRIVILEGES.

Only **DIPLOMATES**, Regular Fellows, Life Members, Life Fellows and Fellows Emeritus in good standing may vote **IN NATIONAL ELECTIONS BUT ONLY FELLOWS CAN BE ELECTED TO THE BOARD OF REGENTS.** **(As amended on October 13, 2012)**

**ARTICLE III
THE BOARD OF REGENTS**

SECTION 1. The College shall be governed by a Board of Regents consisting of thirteen (13) members who shall be elected at the annual meeting of the College. Of the thirteen (13) members, four (4) shall consist of regional representatives. One (1) regional representative shall represent each of the following regions: (1) Northern Luzon; (2) Southern Luzon; (3) Visayas; and (4) Mindanao. The Immediate Past President shall be an ex-officio member of the Board without voting rights and privileges. The Regents shall hold office for a term of one (1) year from June 1 immediately following their election to May 31 of the following year. These inclusive dates shall be known as the fiscal year of the College. (As amended on September 25, 2010)

SECTION 2.

- a. The Board of Regents is charged with the management, direction and control of the affairs, funds and properties of the College. It shall determine policies and carry out the purposes and objective of the College in accordance with the Articles of Incorporation and the Constitution and By-laws.
- b. The Board of Regents shall approve applications for membership. It shall decide cases involving disciplinary action and separation of members from the College. It shall prescribe the conditions for any prize, medal, or award that may be given by the College.
- c. The Board of Regents shall bestow on the successful candidate the title Diplomate in Internal Medicine after passing the prescribed examinations as certified to by the PSBIM and the title of Fellow of the College upon their satisfactory compliance with the requirements thereof.

SECTION 3. The presence of six (6) members of the Board of Regents shall constitute a quorum in any meeting of the Board, and, except in those in which a higher number or percentage is required, the approval of a majority of those in attendance shall be sufficient to carry any motion or resolution of the Board.

SECTION 4. Vacancies in office, however occasioned, except removal or expiration of term shall be filled by a majority vote of the Board of Regents if still constituting a quorum and the person so elected shall hold office for the remainder of the term. Without restricting the definition of the foregoing, a Regent shall be considered to have abandoned office upon failure to attend three (3) consecutive Board meetings without justifiable cause, verbal or written.

**ARTICLE IV
OFFICERS**

SECTION 1. The following are the officers of the College: the President, the Vice-President, the Secretary and the Treasurer, all of whom shall be members of the College and who shall be elected by the Board of Regents from among themselves immediately after their election.

SECTION 2. The term of office of the officers shall be co-terminus with that of the Board of Regents.

SECTION 3. Vacancies in office, however occasioned, shall be filled by majority vote of the Board of Regents and the person so elected shall fill the unexpired term; provided, however, that prior to such election the required number of members of the Board of Regents shall first be restored as provided in Article III.

SECTION 4. Nominations and Election of the Board of Regents

- a. There shall be an Election Committee composed of five (5) Immediate Past Presidents with the most senior of the five as Chairman, and four (4) Past Presidents who served immediately after him as members. The committee shall serve for a period of one year. Within a reasonable time before the holding of the first election where regional representatives will be elected, the election committee shall prescribe the qualifications of the candidates for regional representation, as well as the duties and responsibilities of the regional representatives, subject to approval by majority vote of the Board of Regents. (As amended on September 25, 2010)
- b. It shall be the duty of the Election Committee to select from among the Fellows in good standing of the Philippine College of Physicians a list of fifteen (15) candidates for the position of member of the incoming Board (non-regional representatives). The Election Committee shall also select from among such fellows two (2) candidates for the position of Regional Representative for each of the following regions: (1) Northern Luzon; (2) Southern Luzon; (3) Visayas; and (4) Mindanao. The list shall be called the nominations list. The nominations list shall be prepared two months prior to the annual meeting, provided that the said list shall indicate the past and current professional positions of each respective candidate. Within two from receipt of such list of nominees, the Board shall distribute to all qualified member-voters ballots containing a list of nominees and thirteen blank spaces corresponding to the thirteen (13) positions up for election. The voter shall be given clear instructions on the manner in which the ballot shall be filled-up and that his choices shall be limited to the official nominations list. (As amended on September 25, 2010)
- c. Any five (5) members of the College in good standing may nominate any Fellow of the College to the Elections Committee so that the aforementioned Fellow(s) may be considered for the next year. Such nominations shall state the qualifications of each nominee and must be submitted on or before December 15.
- d. The accomplished write-in ballots will be received and held in safekeeping by the Elections Committee until the annual election meeting.
- e. The Election Committee shall also act as the Board of Canvassers which will take charge of the conduct and proceedings of the annual election. The Board of Regents shall convey to the Board of Canvassers the write-in ballots, received by the former and the latter will then canvass and tally the votes cast.

**ARTICLE V
DUTIES OF OFFICERS**

SECTION 1. The President shall be the Chairman of the Board of Regents as well as of the Philippine Specialty Board of Internal Medicine and shall preside at all meetings of these Boards as well as of the College. He may create special committees and shall appoint the chairmen and members of all standing and special committees with the approval of the Board of Regents. He shall approve all statements of accounts and disbursements of the Board and of the College. He shall perform all such duties as are incumbent upon office under established parliamentary rules.

SECTION 2. The Vice-President shall assist the President in the discharge of his duties. In the absence of incapacity of the President, the Vice-President shall preside over meetings and perform all other duties of the President for the duration of that absence or incapacity. In the event that both the President and the Vice-President are absent, the next ranking officer shall act in a temporary capacity. (As amended on May 5, 2009)

SECTION 3. The Secretary shall be the custodian of all records of the College. He shall keep on file all the minutes and proceedings of all meetings of the Philippine College of Physicians and the Board of Regents. He shall give or cause to be given to the membership and notices required by law or the By-laws of the College as well as all notices of all meetings of the Board of Regents and of the College.

SECTION 4. The Treasurer shall be the custodian of all properties of the College. He shall receive and keep all contributions, bequests and donations, subject to the direction of the Board of Regents. All disbursements shall be countersigned by the President. He shall post a bond on such amount as may be determined by the Board of Regents.

**ARTICLE VI
STANDING COMMITTEES**

SECTION 1. The standing committees of the College shall be the following :

- Committee on Constitution and By-Laws
- Committee on Scientific Activities
- Committee on Credentials and Membership
- Committee on Accreditation
- Committee on Residency Training Program (As amended on May 4, 2010)
- Committee on Research
- Committee on Continuing Medical Education
- Committee on Ways and Means
- Committee on Chapters
- Committee on Clinical Subspecialties and Affiliate Societies
- COUNCIL OF PAST PRESIDENTS** (As amended on October 13, 2012)
- Committee on Awards
- Committee on External Relations (As amended on May 16, 2002)
- Committee on Ethics (As amended on May 5, 2009)

SECTION 2. The functions of each committee are as follows :

- a. Committee on Constitution and By-laws. To update the constitution, study it from time to time and make recommendations for improvement, and to be responsible for its interpretation.
- b. Committee on Scientific Activities. To plan, organize and implement scientific programs and seminars primarily within Metro Manila.
- c. Committee on Credentials and Membership.
 - 1) To screen all applicants for membership or reinstatement thereof and to monitor the standing of the members and make appropriate recommendations to the Board;
 - 2) To set the guidelines for evaluation of PCP CME credit units and to determine the minimum requirement of CME credit units to be complied with subject to the approval of the Board of Regents;
 - 3) To screen applicants for the PSBIM and recommend those qualified to take the specialty board examinations. (As amended on May 8, 1992)
- d. Committee on Accreditation
 - 1) Accredit and monitor training programs to ensure a high standard;
 - 2) Appoint members who must **BE FELLOWS OF THE PCP AND MUST SATISFY EITHER OF THE FOLLOWING: (As amended on October 13, 2012)**
 - A) **A RANK OF AT LEAST ASSISTANT PROFESSOR OR;**
 - B) **A MEMBER OF THE TRAINING CORE OF A PCP-ACCREDITED TRAINING INSTITUTION FOR AT LEAST 2 YEARS.**
- e. Committee on Residency Training Program
 - 1) Formulate rules, guidelines and requirements of training programs in internal medicine;
 - 2) Assist institutions to strengthen training programs.

The Committees on Accreditation and Residency Training Program together with the PSBIM are mandated to meet at least 4 times a year for coordination. They shall be under a regent-coordinator who shall also be the presiding officer during the meetings. (As amended on May 4, 2010)
- f. Committee on Research.
 - 1) To take charge of research contests;
 - 2) Provide incentives and proposals for research;
 - 3) As a technical arm of the College to approve research grants (As amended on May 8, 1992);
 - 4) To look for ways and means of obtaining research funds (As amended on May 8, 1992);

- g. Committee on Continuing Medical Education.
 - 1) To plan and implement CME programs, specifically for regional postgraduate courses;
 - 2) To plan, implement and administer the annual PCP Review Course in Internal Medicine (As amended on May 8, 1992).
- h. Committee on Ways and Means. To take charge of the finances and ensure adequate funds for the College.
- i. Committee on Chapters. To act as liaison for the Board of Regents between the College and the various regional chapters for the attainment of the objectives of the chapters as well as of the National Society.
- j. Committee on Clinical Subspecialties and Affiliate Societies. To work hand in hand with the various affiliated subspecialty societies of the PCP and the various societies; to see to it that institutional and organizational goals and objectives are attained, projects are coordinated and conflicts of interest avoided; to help the PCP mature and function as the umbrella organization for all the Clinical Subspecialties in Internal Medicine that it should be.
- k. **COUNCIL OF PAST PRESIDENTS**. The Council shall be composed of past presidents of the College, who are willing and able to serve. The Immediate Past President shall serve as Ex-Officio member of the Council until his successor has been named. The Council shall elect from among themselves a Chairman or Presiding Officer whose tenure of office shall be three (3) years and its members shall serve for as long as they are willing and able to serve. **(As amended on May 6, 2004 and October 13, 2012)**

The functions of the Council are as follows : (As amended on May 5, 2009)

- 1) Act as Advisory Council to the Board of Regents regarding issues and decisions particularly where the name of the College is at stake; (As amended on May 8, 1992)
 - 2) It shall be called upon to arbitrate on College issues or controversies;
 - 3) It shall recommend to the Board of Regents, proposals that it feels will benefit the general membership and the College as a whole;
 - 4) Such other functions as may be assigned to the Council from time to time. (As amended on May 8, 1992)
- l. Committee on Awards.
 - 1) To set the mechanics for nomination and review the criteria for each award, if needed;
 - 2) To disseminate early to Fellows/Chapters the criteria for different awards;
 - 3) To act as a Search Committee;
 - 4) To have the list of awardees approved by the Board of Regents at least two (2) months before the annual convention. (As amended on May 13, 1992)

m. Committee on External Relations.

To act as liaison of the PCP with other medical organizations outside of the umbrella of the PCP, such as the Philippine Medical Association, other specialty societies such as the Philippine College of Surgeons; government agencies, media and other health-related institutions. (As amended on May 16, 2002)

n. Committee on Ethics. (As amended on May 5, 2009)

- 1) It shall establish standards and develop guidelines regarding professional conduct of members.
- 2) It shall review and resolve complaints involving PCP members in the practice of their profession.
- 3) It shall recommend to the Board of Regents the disciplinary action on members for infraction of rules of conduct.
- 4) It shall raise awareness of PCP members regarding professional ethics.
- 5) It shall advise the Board of Regents regarding ethical matters and policies.

SECTION 3. All Committees shall consist of a Chairman and two or more Fellows of the College who shall be appointed by the President subject to approval by the Board of Regents.

SECTION 4. The members of all standing committees shall hold office until their successors shall have been appointed.

SECTION 5. The Committee Chairman shall report at all regular meetings of the Board when so requested. (As amended on May 13, 1992)

**ARTICLE VII
PHILIPPINE SPECIALTY BOARD OF INTERNAL MEDICINE**

SECTION 1. The Philippine Specialty Board of Internal Medicine shall be composed of 13 members who shall be as follows : (As amended May 6, 2004)

- a. Eleven (11) appointive members, to be appointed by the Board of Regents and to be divided in groups of 3 which shall serve on a staggered basis in such a manner that only 3 - 4 such members shall be replaced every year. These shall be Diplomates and Fellows of the PCP with at least an Assistant professorial rank who will be selected from among the nominees of the deans of accredited medical schools. (As amended May 6, 2004)
- b. The incumbent secretary of the PCP as ex-officio non-voting co-chairman.
- c. The incumbent president of the PCP as ex-officio non-voting honorary chairman. (As amended May 6, 2004)

- d. The most senior member of the PSBIM as chairman provided however that the chairmanship shall rotate on a yearly basis in favor of the member next senior to the incumbent. Such new chairman shall be selected by the eleven (11) appointive members from among the 3 - 4 most senior members. (As amended on May 6, 2004)
- e. The seven (7) original medical schools shall each be represented every year in the PSBIM. These medical schools are :
 - 1) UP College of Medicine
 - 2) UST Faculty of Medicine and Surgery
 - 3) UE-Ramon Magsaysay Memorial Medical Center
 - 4) FEU-Nicanor Reyes Foundation
 - 5) MCU College of Medicine
 - 6) Cebu Institute of Medicine
 - 7) Southwestern University Medical School
- f. The four (4) remaining members of the PSBIM shall be selected from the other medical schools of the Philippines which have been in existence for at least ten (10) years at the time of selection. (As amended on May 6, 2004)
- g. For a medical school to be considered for representation in the PSBIM, it must satisfy the following requirements :
 - 1) The institution must have a teaching hospital with a PCP-accredited training program in Internal Medicine;
 - 2) The head of the Department of Medicine must be a Diplomate and Fellow of the PCP.

SECTION 2. The Board of Regents shall be responsible for the selection of the members of the PSBIM from nominations submitted by the deans of the accredited medical schools who shall be notified to submit such recommendations by the PSBIM secretary.

- a. The deans of these medical schools will submit at most 3 nominees who must be Diplomates and Fellows of the PCP and must have at least an Assistant Professorial rank for at least five (5) years. The incumbent Chairman of the Department of Medicine of the institution shall be one of the nominees, provided however that he qualifies. (As amended on May 16, 2002)

SECTION 3. Each appointed member of the PSBIM shall serve for a term of three (3) years, provided that no member can serve two (2) consecutive terms. (As amended on May 6, 2004)

SECTION 4. Vacancies in the membership of the PSBIM, however occasioned, shall be filled up by a majority vote of the PCP Board of Regents, and the person so elected shall come from the same institution so represented in the PSBIM who shall hold office for the remainder of the term. However, no member who has served for more than one half of the term he or she is representing may be allowed to serve for a second consecutive term. (As amended on May 6, 2004)

SECTION 5. The PSBIM shall have the following functions and responsibilities :

- a. Prescribe rules concerning both the written and oral examinations for Diplomate in Internal Medicine.
- b. Formulate examination questions, build and update the question bank.
- c. Design and supervise the conduct of the examination.
- d. Screen candidates for admission to the examination.
- e. Grade examination papers for the written portion and its members shall act as chairman or members of an examination tribunal for the oral examination.
- f. Select other members of the examination tribunal for the oral examination. Members of the tribunal must have a rank of at least Assistant Professor and must be Diplomates and Fellows of the PCP.
- g. For the effective performance of the above functions and responsibilities, the PSBIM shall formulate a code of procedures which shall prescribe the specific details of qualification of the examinees, the conduct of the examinations and the manner of grading and final evaluation of the examination papers and oral examinations. Such code shall include the duties and functions of the Secretary of the PCP in connection with the operations of the PSBIM.

ARTICLE VIII CHAPTERS

SECTION 1. Chapters of the College may be organized in such areas within the Philippines as may be authorized and designated by the Board of Regents; provided, that no chapter shall be organized unless there at least ten (10) Fellows except in those that are already formed.

SECTION 2. The Board of Regents shall coordinate and supervise the operations of all chapter members in all College activities and affairs.

SECTION 3. All chapters shall be governed by uniform By-laws, as herein provided, but the Board of Directors of any chapter herein referred to as the "Board" in this Article only, may submit for consideration and approval by the Board of Regents such other provisions as may be required to conform with local conditions.

ARTICLE VIII-A UNIFORM BY-LAWS OF CHAPTERS

SECTION 1. OBJECTIVE. The primary objective of the chapters shall be to carry out and administer the activities and affairs of the College within their respective territorial areas in coordination with the National Office.

SECTION 2. MEMBERSHIP.

- a. **ALL MEMBERS, DIPLOMATES AND FELLOWS SHOULD BE ACTIVE MEMBERS OF A LOCAL PCP CHAPTER.** (As amended on October 13, 2012)
- b. The chapter member shall be in any of the categories specified in Article II. Every chapter shall maintain a membership roll which shall be the basis for determining the registered members therein. Each member shall maintain his membership in the chapter until the same is terminated on any of the grounds specified in the By-laws of the College or unless he transfers his membership to another chapter, as certified to by the Secretary of the latter, provided, that no transfer from one chapter to another shall be authorized during the period of three (3) months immediately preceding any chapter election.
- c. A **MEMBER, DIPLOMATE OR FELLOW** who does not comply with section 2A will not be considered **TO BE** in good standing with the following consequences, **WHERE APPLICABLE:** (As amended on October 13, 2012)
 - 1) He or she cannot endorse applications of individuals who wish to become **MEMBERS, DIPLOMATES OR FELLOWS** of the PCP; (As amended on October 13, 2012)
 - 2) He or she will not be eligible for life membership **OR** the status of Fellow Emeritus;
 - 3) He or she cannot endorse or nominate candidates for election in the Board of Regents;
 - 4) He or she cannot vote or hold office **IN THE LOCAL PCP CHAPTER.** (As amended on October 13, 2012)
- d. A member's status in good standing may be reinstated following certification by the chapter of the area in which a member practices, that he or she has complied with section 2A hereof;
- e. All members who have yet to comply with section 2A hereof shall be given a grace period of 6 months from approval of these amendments by the Securities and Exchange Commission (SEC), to be a member of a chapter. (As amended on May 6, 2004)

SECTION 3. DUES. Every **MEMBER, DIPLOMATE,** or Fellow of the chapter shall pay to the chapter the annual membership dues as provided in Article II. Unless otherwise changed by the Board of Regents, thirty percent (30%) of the membership dues shall be retained by the chapter for its use and the remaining seventy percent (70%) will be remitted to the Treasurer of the College. (As amended on October 13, 2012)

SECTION 4. CHAPTER MEETINGS. The chapter shall hold its annual meeting at such date, time and place as may be designated by the Board of Directors to elect the members of the Board and to take up such other matters as may be properly brought up during the meeting, but the same shall not be held earlier than March 15 of each year. Written notice of such annual meeting shall be served to all members of the chapter at least fifteen (15) days prior to the date of said meeting.

Special meetings of the chapter members may be called by the President of the chapter or upon request of the majority of the Board of Directors or on written demand of one-third of all **MEMBERS, DIPLOMATES, AND FELLOWS** of the chapter, upon ten (10) days advance notice on all the chapter members. **(As amended on October 13, 2012)**

SECTION 5. BOARD OF DIRECTORS. The chapter shall be governed by a Board of Directors consisting of not more than seven (7) members who shall be elected at the annual meeting of the chapter. The Immediate Past President of the chapter shall be an ex-officio member of the Board without voting rights. The Directors shall hold office for a term of one (1) year from June 1 immediately following their election to May 31 of the following year. The presence of four (4) Directors shall constitute a quorum for the transaction of business.

Vacancies in the Board of Directors however occasioned, shall be filled by a majority vote of the remaining Directors at a Board meeting and the person so elected shall hold office for the remainder of the term. The definition of abandonment of office in Article III Section 4 shall also apply to this section.

Regular meetings of the Board shall be held at least twice a year on such date, time and place within the locality as the Board may designate upon three (3) days advance written notice served to all members of the Board.

Special meetings may be called by the President or upon request of at least three (3) Directors upon two (2) days advanced notice served to all members of the Board.

SECTION 6. OFFICERS. The Officers of the chapter shall be the President, the Vice-President, the Treasurer, and the Secretary, who shall be elected by the Board of Directors from among themselves immediately following their election as Directors. Their terms of office shall commence on June 1 and shall expire on May 31 of the following year.

Vacancies in office, however occasioned, shall be filled by a majority vote of the Board of Directors and the person so elected shall serve for the remainder of the term of said office; provided, however, that the required number of Directors shall first be restored.

SECTION 7. DUTIES OF OFFICERS. The President shall be the Chairman of the Board of Directors and as such shall preside at all meetings of the Board as well as the meetings of the chapter members.

He shall appoint members of all committees with the approval of the Board of Directors. He shall approve all statements of accounts and disbursements of the chapter. He shall perform all such duties as are inherent upon the office and such other duties as may be delegated or prescribed by the Board of Directors.

The Vice-President shall assist the President in the discharge of the latter's duties. In the absence or temporary incapacity of the President, the Vice-President shall preside over meetings and perform all the duties of the President for the duration of such absence or incapacity. In the event that both the President and Vice-President are absent, the Board of Directors may select one of its members to act as temporary presiding officer.

The Secretary shall be the custodian of all records of the chapter. He shall keep on file the minutes and proceedings of all chapter meetings and of the Board of Directors. He shall send all notices as may be required by the Chapter By-laws and shall generally perform such as are inherent in the office of the Secretary.

The Treasurer shall be the custodian of all assets and properties of the chapter. He shall receive and keep all contributions, bequests and donations subject to the direction of the Board of Directors. He shall sign checks or otherwise effect disbursements of the chapters jointly with the President of the chapter.

SECTION 8. ELECTION TO THE BOARD OF DIRECTORS. The procedure specified in Article IV-A, whenever applicable shall be followed with respect to the nomination and election of the members of the Board of Directors, except that a minimum of nine (9) and a maximum of thirteen (13) may be nominated and only seven (7) shall be elected as members of the Board of Directors.

However, with respect to the election of the first members of the Board of Directors, all nominations shall be presented on the floor at the said first meeting of all the College members.

The election shall be by a method agreed upon by the members and the seven (7) candidates receiving the highest number of votes shall be declared elected. In subsequent nominations and elections where the Immediate Past President and/or Past Presidents cannot, for any reason whatsoever serve as members of the Nominations Committee, the incumbent Board of Directors may appoint any other member(s) in good standing, who is/are not members of the incumbent Board, to serve in the Nominations Committee.

ALL MEMBERS, DIPLOMATES, AND FELLOWS are eligible to vote and to be voted upon for the Board of Directors. ***(As amended on October 13, 2012)***

SECTION 9. COMMITTEES. The Board of Directors may create such other committees and appoint their chairmen and members as circumstances may require.

SECTION 10. RULES AND REGULATIONS. The chapter may adopt such rules and regulations as it shall see fit and not inconsistent with these By-laws, the By-laws of the College, Articles of Incorporation and the pertinent statutes and laws.

SECTION 11. The chapter has no authority to amend/revoke the Chapter By-laws. Any amendment to the Chapter By-laws shall only be effected in accordance with the provisions of Article XI.

ARTICLE IX COMPONENT AND AFFILIATE SOCIETIES

SECTION 1. DEFINITION. The College shall have subspecialty societies under its umbrella organization. For this purpose, a subspecialty society shall be called a component of the PCP if it requires PCP board certification for its internist-members prior to subspecialty board certification.

A component society will still be classified as such under PCP definition even if it has lay members or practicing physicians belonging to other fields of medicine. An affiliate society is one that does not require PCP board certification for its internist-members prior to subspecialty certification.

SECTION 2. DUES. All component and affiliate societies shall pay to the College annual dues in recognition of its affiliation to the PCP. The amount shall be prescribed and approved by the Board of Regents.

ARTICLE X MEETINGS

SECTION 1. The College shall hold its annual meeting at such time and place as may be designated by the Board of Regents, in May of each year. The election of regents and officers of the College shall be held at such annual meetings.

SECTION 2. Special meetings of the College may be called by the President, or upon request of a majority of the Board of Regents, or on written demand of one-third of all the Fellows.

SECTION 3. Scientific meetings must be held at least once every three (3) months.

SECTION 4. The Board of Regents must hold regular meetings at least once every two (2) months. It may also be convened at the direction of the President or upon request of at least three (3) members of the Board of Regents.

SECTION 5. At business meetings, seventy-five (75) **DIPLOMATES AND FELLOWS** of the College shall constitute a quorum unless the law provides for a greater number. ***(As amended on October 13, 2012)***

SECTION 6. Insofar as it does not conflict with the provisions of these By-laws nor with the best interest of the College, the Robert's Rules of Order, Revised, shall be the final authority on parliamentary procedures to be observed at all meetings.

ARTICLE XI SEAL, TITLE AND ACADEMIC COSTUME

SECTION 1. The College shall have a prescribed seal which shall, whenever possible, appear in all stationery, streamers, emblems, certificates, documents and mementos of the College.

SECTION 2. Only Fellows in good standing and Honorary Fellows of the College (in good standing) shall be entitled to affix the initials "F.P.C.P." to their names. Life Fellows may wear the prescribed medal of the College attesting to such status. Fellows who have qualified accordingly may use the title "Diplomate in Internal Medicine".

SECTION 3. On special occasions as may be designated by the Board of Regents, Fellows of the College may elect to wear the official academic costume of the College consisting of an academic gown or toga and the prescribed hood, cap and tussle.

ARTICLE XII PUBLICATIONS

SECTION 1.

- 1.1 a. The College shall have an official publication or journal and reserves the right to publish in its official organ all paper read at its scientific meetings, seminars and symposia.
- 1.2 b. The Board of Regents shall appoint the Editor-in-Chief of the journal who shall serve a term of four (4) years without prejudice to reappointment.
- 1.3 c. The Editor-in-Chief shall appoint his/her staff subject to approval by the Board of Regents.

SECTION 2. The Board of Regents may initiate or terminate other publications as the needs the College may demand.

ARTICLE XIII AMENDMENTS

SECTION 1. A majority of the Board of Regents meeting for the purpose, or twenty percent (20%) of the **DIPLOMATES AND FELLOWS**, may propose amendments to the constitution and By-laws. All proposed amendments shall be circularized to all members so that they are received by the membership at least two weeks before the annual meeting. ***(As amended on October 13, 2012)***

SECTION 2. This New By-laws may be amended by two-thirds of the votes cast in a meeting of **DIPLOMATES AND FELLOWS** called for the purpose, provided the requirements for a quorum in Article X Section 5 is satisfied and by a majority vote of the Board of Regents. ***(As amended on October 13, 2012)***

**ARTICLE XIV
EFFECTIVITY**

SECTION 1. This New By-laws, as amended, shall take effect immediately upon approval by the Securities and Exchange Commission.

ARTICLE XV

SECTION 1. The fiscal year of the corporation shall be the calendar year.

Adopted and Approved by the majority of the members and majority of the Board of Regents on May 4, 1990.
