



APTA Cardiovascular & Pulmonary PT Chief Delegate

Position Description

Represent APTA Academy of Cardiovascular & Pulmonary Physical Therapy at the House of Delegates.

<https://www.apta.org/HOD/>

Term of Office

This is an elected four-year position, being mentored as Delegate-Elect in year one, then serving 3 years as Chief Delegate and member of the Academy Executive Committee. Individuals can serve a maximum of two terms as Chief Delegate. Term of Office will begin on January 1 after the first year in the elect position if applicable. See Academy Bylaws for further language at aptacvp.org

Chief Delegate Responsibilities

1. Mentor second Delegate and Federal Affairs Liaison (FAL).
2. Plan and conduct meetings prior to HOD to prepare Cardiovascular & Pulmonary delegates for elections and motions, including regular communication & coordination with the CVP Delegation.
3. Attend APTA component meetings-online during/throughout the year and onsite (or actively in other manner) at HOD and CSM
4. Submit official Roster of delegates to the HOD
5. Represent APTA Cardiovascular & Pulmonary membership on House of Delegate (HOD) motions and elections for national office.
6. Stay abreast of HOD activities / discussions /decisions in order to inform and educate APTA Cardiovascular & Pulmonary members.
7. Serve as the Chair of the Academy Advocacy Committee, coordinating activities relating to legislation, payment/reimbursement, and scope of practice. This committee coordinates the activities of our Federal Affairs Liaison and the Academy state representatives (see #8, below).
8. Seek input of APTA Cardiovascular & Pulmonary membership on HOD motions and elections prior to the annual HOD meeting.
9. Abide by all decisions of the APTA Cardiovascular & Pulmonary Board of Directors.

Financial Commitments (suggested):

1. Contribute to and support the APTA PT-PAC (national physical therapy political action committee) – amount is at full discretion of the Delegate.

Note: 100% participation is strongly encouraged at the APTA HOD annual meeting

Qualifications (Per APTA Bylaws)

1. Member in good standing with APTA & APTA CVP (compliance with association ethical standards, member of APTA, license not under suspension or revocation).

2. Membership: Must be an APTA member for a minimum of 2 years immediately preceding the start of the HOD session. Any lapse in membership over 30 days excludes serving as a delegate.
3. Commitment to the component's (APTA CVP Academy) strategic plan and goals.

Additional preferred qualifications

Prior service to the APTA &/or APTA Academy of Cardiovascular & Pulmonary Physical Therapy is expected.

Prior service as APTA HOD Delegate is preferred.

Attendance Expectations

1. APTA Combined Sections Meeting
2. Annual APTA House of Delegate meeting with attendance at all HOD sessions.
3. Attend all HOD pre- and post-meetings
4. Attend all APTA Chief Delegate Council Meetings
5. Attend all Academy/Component Caucus and Midwest Caucus meetings

Resignation

Submit a letter of resignation to the Academy President, with 90 days' notice (unless there are extenuating circumstances).

Dismissal

Dismissal is by the Board of Directors. Ground for dismissal include:

1. Noncompliance with Academy policies and procedures or unethical conduct as outlined in the APTA Code of Ethics.
2. Failure to perform the duties as delineated in this position description.
3. Failure to attend House of Delegate meetings or other essential meetings.
4. Failure to maintain "good status" standard of APTA

Reimbursement

Academy annual budget to support delegate to designated caucus meeting, APTA House of Delegates and other required meetings of Academy Executive Committee. See Finance Committee Policies and Procedures.

Amended: February 2025