

## Ethics Committee Charter Document

<b>Purpose</b>	<p>The Ethics Committee is dedicated to enhancing the quality of life and well-being of patients and residents in the various post-acute and long-term care settings. We advocate for the PALTC community through collaborative efforts and educational initiatives and strive to ensure that ethical best practices are being considered.</p>
<b>Ongoing Committee Activities / Charges &amp; Strategies</b>	<p>The committee undertakes the following activities:</p> <ul style="list-style-type: none"> <li>• Develop educational resources and presentations for PALTmed that focus on ethical issues throughout the PALTC care continuum.</li> <li>• Enhance the Association’s online educational materials with a focus on ethical topics in PALTC.</li> <li>• Contribute articles that are ethics-based to <i>Caring for the Ages</i> and <i>JAMDA</i>.</li> <li>• Interact with the larger organization to provide ethical feedback and insights when needed.</li> <li>• Be available for PALTmed members to discuss or address ethical issues/concerns if they arise.</li> </ul>
<b>Roles and Responsibilities</b>	<p>Chair</p> <ul style="list-style-type: none"> <li>• Helps structure agendas for meetings.</li> <li>• Runs an effective meeting to ensure involvement of members and the advancement of activities and charges.</li> <li>• Communicates with the Board liaison before and after each Board meeting to share updates from the committee and to hear about new Board initiatives. Reports back to the committee on each discussion with the Board liaison.</li> <li>• Identifies and mentors the next Chair.</li> <li>• Assists with structure and selection of members.</li> </ul> <p>Vice Chair</p> <ul style="list-style-type: none"> <li>• Supports the Chair to ensure responsibilities are met in a timely manner.</li> <li>• Serves as interim Chair in the absence of the Chair.</li> <li>• Recommends individuals to serve as the next Vice Chair.</li> <li>• Ascends to the position of Chair.</li> </ul> <p>Members</p> <ul style="list-style-type: none"> <li>• Be prepared and actively participate in all conference calls and meetings.</li> <li>• Work on projects as delegated by the Chair or Vice Chair.</li> </ul>
<b>Expected Commitment</b>	<p>The committee meets monthly via conference call. Members are expected to review all agenda/materials prior to each meeting, attend the conference calls as scheduled.</p> <p>The estimated monthly time commitment is 2-5 hours.</p>

<b>Committee Composition</b>	The committee is comprised of medical directors, physicians, advanced practice providers, or other PALTmed members who have education and expertise in medical ethics or demonstrate an interest in medical ethics.
<b>Committee Terms</b>	All committee members serve a two (2) year term and are eligible for reappointment once. Terms run from May 1 <sup>st</sup> to April 30 <sup>th</sup> . The Chair and Vice Chair each serve a two-year term and can be in addition to their previous 2 membership terms.
<b>Selection/ Appointment</b>	Members are appointed by the President with input from the Chair. The Committee Chair and/or Vice Chair is recommended by the outgoing Chair and appointed by the President.
<b>Committee Requirements</b>	<p>Members:</p> <ul style="list-style-type: none"> <li>• Express desire to serve with a special interest in ethical issues and best practices concerning the quality of care delivered to patients in post-acute and long-term care settings.</li> <li>• Desire to advance the mission of PALTmed.</li> <li>• Ability to make the necessary time commitment.</li> <li>• Must be a Society member in good standing.</li> <li>• Must disclose all financial relationships on an annual basis.</li> <li>• Ability to attend and actively participate in conference calls.</li> </ul> <p>Chair:</p> <ul style="list-style-type: none"> <li>• In addition to the above requirements, when possible, the Chair should have previously served as the Vice Chair.</li> </ul> <p>Vice Chair:</p> <ul style="list-style-type: none"> <li>• In addition to the above requirements, when possible, the Vice Chair should have previously served as a member.</li> </ul>
<b>Current Committee Members</b>	<p><b>Chair</b> - Katja Elbert-Avila, MD, MHS</p> <p><b>Vice Chair</b> - Rani Rao, MD</p> <p><b>Members</b></p> <ul style="list-style-type: none"> <li>• Abid Iraqi, MD, FACP, AGSF, CMD</li> <li>• Howard Finger, DO</li> <li>• Timothy Holahan, DO, CMD</li> <li>• Donna Ewy, MD, CMD</li> <li>• Justine Landi, MD</li> <li>• Alan Horowitz Esq, RN</li> <li>• Verna Sellers, MD, MPH, CMD</li> <li>• Lidia Vognar, GNP</li> </ul>

	<ul style="list-style-type: none"><li>• Robertha Mendez, MD</li><li>• Michael Lourie, MD, MPH</li></ul>
<b>Staff Liaison</b>	Alicia Graf, MEd, CHES – Clinical Affairs & Education Project Manager
<b>Board Liaison</b>	TBD