

## Public Policy Committee Charter Document

<b>Purpose</b>	<p>The Public Policy Committee identifies issues of concern to the association and develops policy statements to submit to the Board of Directors for action. This committee works on national policy issues, including legislation and regulation, as well as physician payment issues.</p> <p>The purpose of the Public Policy Committee (PPC) is to serve the board of directors in advancing PALMed 's mission and carrying out its strategic plan. The PPC will be a venue for committee members to share their work, seek guidance and hear alternate viewpoints and suggestions that will help present balanced recommendations to the PALMed Board of Directors.</p> <p>In alignment with PALMed 's strategic plan the PPC will provide the PALMed Board of Directors concise and balanced recommendations to guide the organization's policy agenda, backed by relevant information.</p> <p>Objectives:</p> <ul style="list-style-type: none"> <li>• Leverage member expertise</li> <li>• Define the concern(s) being addressed in the policy discussion</li> <li>• Identify if there is current PALMed policy</li> <li>• Review evidence in the literature</li> <li>• Understand alternate stakeholder opinions</li> </ul>
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**Ongoing  
Committee  
Activities /  
Committee  
Charges &  
Strategies**

The committee undertakes the following activities:

- If a policy question is posed to the Association, the Public Policy & Advocacy Staff will consult the PALTmed Policy compendium and other related information (e.g. BOD approved statements or policy) to guide the Association's response. The Public Policy Committee Chair/Vice-chair will be notified of the question/response. If PALTmed does not have a position or are being asked to reconsider our position, PALTmed staff will seek related information (e.g., past Board and committee minutes, JAMDA articles and editorials) and discuss with the Public Policy Committee Chair/Vice-chair to plan. Depending on the issues, timeliness, and as needed, direction from the board of directors, this may be deferred to a subcommittee or designated ad hoc workgroup of public policy members to fully evaluate the issue and create a work product for action, brought to the full Public Policy Committee for discussion, or handled directly by the Chair, Vice-chair and PALTmed Board of Directors Executive Committee.
- Members may identify and discuss issues of concern to the association that they would like PALTmed to develop a policy on (Clinical Practice Guidelines, White Papers, Position or Policy Papers, articles in journals, or any other publications that state, or are intended to state, that this content is the official position of the Association ) and these should be presented to the Committee via a statement of intent, consistent with the Document Development Process (adopted November 2022).
- Public Policy Committee members may be invited to participate in Public Policy forums, Coalitions, advise the Board on whether PALTmed should sign letters of support or provide comments on proposed regulations. In these instances, members should clearly distinguish when PALTmed has an established policy versus when it does not. Any opinions that are offered that are not official PALTmed policy should be clearly identified as such, i.e., that this is the suggestion of the individual member, not of PALTmed.
- The Public Policy Committee proposed, and actual work projects will be posted and updated quarterly on the website and additional public forums as appropriate to the topic.

<b>Roles and Responsibilities</b>	<p>Chair</p> <ul style="list-style-type: none"> <li>• Help structure agenda for meetings.</li> <li>• Run an effective meeting to ensure involvement of committee members and the advancement of activities and charges.</li> <li>• Communication with the Board liaison to share updates from the Committee and to hear about new Board initiatives.</li> <li>• Identify, mentor, and groom the next Chair of the Committee.</li> <li>• Assist with structure and selection of committee members.</li> <li>• Help address public policy related issues or topics and be a resource for committee members/PALTmed members at large regarding public policy related questions.</li> </ul> <p>Vice Chair</p> <ul style="list-style-type: none"> <li>• Support the Committee Chair to ensure responsibilities are met in a timely manner.</li> <li>• Serve as interim Committee Chair in the absence of the Chair.</li> <li>• Recommend to the Governance Committee individuals to serve as the next Vice Chair.</li> <li>• Ascend 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.</li> <li>• Adhere to PALTmed 's Conflict of Interest Policy</li> </ul>
<b>Workgroups and Other Committee Relationships</b>	<ul style="list-style-type: none"> <li>o State Advocacy Committee</li> </ul>
<b>Expected Commitment</b>	<p>The committee meets quarterly via conference call. Ad hoc meetings will be held as needed to respond to questions, concerns, and emerging issues in a timely and relevant manner. Committee 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 1-2 hours.</p>

<b>Committee Composition</b>	<p>The PPC Committee is comprised of:</p> <ul style="list-style-type: none"> <li>• Chair and vice Chair of Public Policy Committee</li> <li>• Chair and vice-chair of the State Advocacy Committee</li> <li>• Chair of the Practice Management Section (or designee)</li> <li>• Delegates to the AMA House of Delegates</li> <li>• PALTmed House of Delegates Chair</li> <li>• BOD Liaison</li> </ul> <p>o Advisory Members:</p> <ul style="list-style-type: none"> <li>• Interested parties with expertise (e.g., RUC, HIT, PTAC, Behavioral Health etc.) that support the goals of the PPC may be asked to serve, with re-evaluation annually.</li> </ul> <p>o Guests:</p> <ul style="list-style-type: none"> <li>• Upon approval of the Chair, guests may be invited to participate in discussions at the Public Policy Committee.</li> </ul>
<b>Committee Terms</b>	<p>All committee members serve a one (1) year term and are eligible for reappointment for up to two additional consecutive terms (up to three years of service). Terms run from April to March. The Committee Chair and Vice Chair each serve a two-year term.</p>
<b>Selection/ Appointment</b>	<p>Members are appointed by President with input from the Committee Chair. The Committee Chair is selected by Board of Directors President. Committee member selections are approved by the President.</p>
<b>Committee Requirements</b>	<p>Committee Members:</p> <ul style="list-style-type: none"> <li>• Express desire to serve with a special interest in public policy, payment, telemedicine, technology, and state advocacy.</li> <li>• Desire to advance the mission of PALTmed.</li> <li>• Ability to make the necessary time commitment.</li> <li>• Must be an Association 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>Committee 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 Committee 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 committee member.</li> </ul>

<b>Committee Members</b>	<ul style="list-style-type: none"> <li>• Chair, Timothy Holahan, DO, CMD</li> <li>• Vice Chair, OPEN</li> <li>• Members <ul style="list-style-type: none"> <li>○ Christian Bergman, MD, CMD (HOD Chair)</li> <li>○ Kirsten Carr, MD, CMD (Member)</li> <li>○ Charles A. Crecelius, MD, PhD, CMD (Member)</li> <li>○ Wendy Grimes, LNFA, MSN (Member)</li> <li>○ Tom Haithcoat (Chair, PGN)</li> <li>○ Walter Lin, MD, MBA (Member)</li> <li>○ Joanne Lynn, MD, MS (Advisory Member)</li> <li>○ Asif Merchant, MD, FACP, CPE, CMD (Member)</li> <li>○ Elizabeth (Adair) Moore, NP (Member)</li> <li>○ Kenneth Scott, DO, CMD (Member)</li> <li>○ Charles Semelka, MD, MS, CMD (Member)</li> <li>○ Karl Steinberg, MD, CMD (AMA Delegate)</li> <li>○ Vicki Walker, MD, FAAFP, CMD (Member, Immediate Past Chair)</li> <li>○ Daniel Haimowitz, Chair State Advocacy Committee</li> <li>○ Amar Mohan, MD, CMD, Vice Chair State Advocacy Committee</li> </ul> </li> </ul>
<b>Staff Liaison(s)</b>	Alex Bardakh, MPP, CAE, Senior Director, Advocacy & Strategic Partnerships Gaby Geise, Senior Manager, Public Policy & Advocacy
<b>Board Liaison</b>	Leslie Eber, MD, CMD