

## Clinical Practice Steering Committee

### Charter Document

<b>Purpose</b>	The Clinical Practice Steering Committee is dedicated to enhancing the quality of life and well-being of residents in the various post-acute and long-term care (PALTC) settings. We advocate for the PALTC community through collaborative efforts and educational initiatives and strive to create inclusive living spaces where patients and residents receive the highest-quality, compassionate care.
<b>Ongoing Committee Activities / Committee Charges &amp; Strategies</b>	<p>The committee undertakes the following activities:</p> <ul style="list-style-type: none"> <li>• Oversee and contribute to the development of evidence-based educational sessions for PALTC professionals.</li> <li>• Oversee and contribute to AMDA’s Choosing Wisely initiative.</li> <li>• Contribute guidance and expertise to advance the PALTC profession and to improve the quality of care delivered to patients and residents in post-acute and long-term care settings.</li> <li>• Promote and raise awareness of guidance, tools, and resources developed by the Clinical Practice Steering Committee and Clinical Affairs subcommittees.</li> </ul>
<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 before and after each Board meeting to share updates from the Committee and to hear about new Board initiatives. Report back to the full committee on each discussion with the Board liaison.</li> <li>• Identify, mentor, and groom the next Chair of the Committee.</li> <li>• Assist with structure and selection of committee members.</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 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> </ul>
<b>Workgroups and Other Committee Relationships</b>	<ul style="list-style-type: none"> <li>• Ensure that all Clinical Affairs subcommittees present at AMDA’s PALTC annual conference.</li> <li>• Receive updates from all subcommittee Chairs (or subcommittee representative) on projects, activities, etc. to ensure they are meeting the term objectives.</li> </ul>

<b>Expected Commitment</b>	<p>The committee meets quarterly via conference call. 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 1-5 hours.</p>
<b>Committee Composition</b>	<p>The Clinical Practice Steering Committee is comprised of medical directors, physicians, pharmacists, nurses, psychologists, academicians, and clinical specialists.</p>
<b>Committee Terms</b>	<p>All committee members serve a two (2) year term and are eligible for reappointment once. Terms run May to April. The Committee Chair and Vice Chair each serve a two-year term.</p>
<b>Selection/ Appointment</b>	<p>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.</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 advising the Society’s Board of Directors about 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 AMDA.</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>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>	<p><b>Chair</b> - Sing T. Palat, MD, CMD  <b>Vice Chair</b> - Katja Elbert-Avila, MD, MHS</p> <p><b>Members</b></p> <ul style="list-style-type: none"> <li>• Muhammad Salman Ashraf, MBBS</li> <li>• H. Edward Davidson, PharmD, MPH (Advisory)</li> </ul>

	<ul style="list-style-type: none"> <li>• Nicole M. Orr, MD, FACC (Advisory)</li> <li>• Lisa Lind, PhD, ABPP</li> <li>• Michael Nash, MD, CMD</li> <li>• Mark Toles, PhD, RN</li> <li>• Tana Whitt RN, MSN, APRN, PMHNP-BC</li> <li>• Rani Rao, MD</li> <li>• Nicole Osevala, MD, FACP</li> <li>• Brandon Verdoorn, MD, CMD</li> </ul>
<b>Staff Liaison(s)</b>	<p>Erin O'Brien, RN, MA - Director, Clinical Affairs &amp; Education          Ellen Cook - Administrative Assistance Specialist          Alicia Graf, MEd, CHES - Special Project Manager, Clinical Affairs</p>
<b>Board Liaison</b>	<p>Lea Watson, MD</p>