PROPOSITION A-15: AFFILIATED/RELATED ORGANIZATIONS

PURPOSE: To revise sections of the APMA Bylaws and Administrative Procedures pertaining to the recognition of affiliated organizations and to re-establish separate categories to differentiate affiliated and related organizations. These proposed changes are in accord with the report and recommendations of the APMA Joint Task Force to Evaluate the Need to Recognize Affiliate Organizations. The report and its recommendations were approved by the 2014 House of Delegates.

POLICY DOCUMENT: APMA Bylaws, APMA Administrative Procedures, and Amendment to Resolution 9-89

SUBMITTED BY: Bylaws and Procedures Committee

FINANCIAL IMPACT: None

INSTRUCTIONS: Delete stricken text and insert highlighted text.
ARTICLE 4.0 MEMBERS

4.2.13 Organizational Member:

An organization duly recognized as an affiliated organization in accordance with these bylaws and the APMA Administrative Procedures.

ARTICLE 7.0 AFFILIATED AND RELATED ORGANIZATIONS

7.1 PURPOSE

7.1.1 Specialty Organization:

A specialty organization brings together podiatrists and others who have a common interest in a unique area of podiatric medical practice. All members of these organizations shall demonstrate clinical competence by either obtaining certification or board qualification from an APMA recognized certifying board, or by completion of a separate examination specific to the specialty area that has been prepared and implemented by the specialty organization, and/or by presentation of a significant number of documented cases in the specialty area that have been approved by the specialty organization. These
organizations bring together content experts in a unique area of specialization, helping to advance the knowledge of the podiatric medical profession in their field of interest and may serve as the gatekeeper for the eventual development of a future board certification process (when no certification currently exists) designed to enhance and promote the health and welfare of the public and for which the public is unable to determine for itself whether practitioners have achieved certain specific qualifications, abilities, and skills. The organization shall pursue recognition of affiliated status in accordance with the APMA Administrative Procedures and subject to final approval by the House of Delegates.

7.1.2 — Clinical Interest Organization:

A clinical interest organization brings together podiatrists and others who have a common interest in a unique area of podiatric medical practice. Members are expected to have a significant interest in the unique area of practice but may be seeking membership purely to develop or expand this interest by gaining increased knowledge and/or skill through educational programs and/or materials offered or produced by the organization. These organizations may serve as the gatekeeper for the eventual development of a future board certification process. The organization shall pursue recognition of affiliated
status in accordance with the APMA Administrative Procedures and subject to final approval by the House of Delegates.

7.1.1 Clinical Education Affiliate:

APMA, through its House of Delegates, designates the status of “Clinical Education Affiliate” to organizations that voluntarily seek to be recognized and which demonstrate ongoing efforts to advance their members’ education and knowledge base for the treatment of the foot and ankle for the ultimate betterment of patient care. A clinical education affiliate brings together podiatrists and others who have a common interest in a unique area of podiatric medical practice. Members have a significant interest in the unique area of practice but may be seeking membership purely to develop or expand this interest by gaining increased knowledge and/or skill through educational programs and/or materials offered or produced by the organization. Such organizations embrace the mission and values of APMA and require that all members of the organization who are eligible to be members of APMA maintain membership in APMA. A clinical education affiliate also may serve as the gatekeeper for the eventual development of a future board certification process (when no certification currently exists) designed to enhance and promote the health
and welfare of the public and for which the public is unable to determine for itself whether practitioners have achieved certain specific qualifications, abilities, and skills.

The organization shall pursue recognition as a clinical education affiliate in accordance with the APMA Administrative Procedures and subject to final approval by majority vote of the House of Delegates.

Recognition of a clinical education affiliate also establishes a specialty area in podiatry defined as a field of practice within podiatric medicine that requires possession of special knowledge and skills achieved through completion of intensive study and/or extended clinical experiences beyond the professional degree. The division of the profession into specialties is categorized by fundamentally different objectives and distinct biological and physical approaches to prevention, diagnosis, and treatment rather than a fragmentation of the profession based upon techniques or procedures. Specialization serves a public as well as a professional need. (Note: The language in this paragraph was adopted by the 1989 House of Delegates; see Resolution 9-89.)
These organizations may use the terms “APMA Affiliate” or “APMA Affiliated Organization” in addition to APMA Clinical Education Affiliate.

7.1.3 Related Organization (non-clinical):

A related organization brings together podiatrists and/or others who have a common interest in a non-clinical aspect of podiatric medicine and practice (e.g., administrative, educational, credentialing, fraternal, or cultural). The organization shall pursue recognition of affiliated status in accordance with the APMA Administrative Procedures and subject to final approval by the House of Delegates.

7.1.3.1 Related Institutional Organization:

A related institutional organization is defined as a group of organizations or institutions with a non-clinical focus on podiatric medicine and practice. The institutional organization shall pursue recognition of affiliated status in accordance with the APMA Administrative Procedures and subject to final approval by the House of Delegates.

7.1.2 Related Organization:
APMA, through its Board of Trustees, designates the status of “Related Organization” to organizations that voluntarily seek to be aligned with APMA and that represent non-clinical interests for the profession. A related organization brings together podiatrists and/or others who have a common interest in a non-clinical aspect of podiatric medicine and practice (e.g., administrative, educational, credentialing, fraternal, or cultural). Such organizations embrace the mission and values of APMA and require that all members of the organization who are eligible to be members of APMA maintain membership in APMA.

The organization shall pursue recognition as a related organization in accordance with the APMA Administrative Procedures and subject to final approval by majority vote of the Board of Trustees.

7.2 BYLAWS

An affiliated organization A clinical education affiliate or related organization shall have a clearly stated mission and purpose, and bylaws not in conflict with the APMA Bylaws.

7.3 MEMBERSHIP IN AFFILIATED AND RELATED ORGANIZATIONS
7.3.1 All members of the organization who have earned the DPM degree and who practice in the United States must be members in good standing in this association. Failure to do so shall be grounds for revocation of affiliated or related status.

7.3.2 No affiliated clinical education affiliate or related organization shall deny membership to any person, otherwise qualified, for reasons of age, sex, color, race, creed, national origin, sexual orientation, political belief, or disability.

7.4 CERTIFICATE OF AFFILIATION

The executive director of this association is authorized to issue a Certificate of Affiliation, in a form approved by the board, to each affiliated organization.

7.5.4 REVOCATION OF AFFILIATED OR RELATED STATUS

Affiliated status of an organization Recognition of a clinical education affiliate may be revoked for cause after consideration based upon a recommendation of by a Board of Inquiry the Affiliate Review Committee and action by the House of Delegates upon two-thirds vote of the members present and voting.

Recognition of a related organization may be revoked for cause based upon a recommendation of the Affiliate
ARTICLE 14.0  BOARDS OF INQUIRY

14.1 PURPOSE

Boards of Inquiry may be authorized and appointed in the manner hereinafter provided for the following purposes:

14.1.2 To inquire into and report on any controversies involving a component society or association or an affiliated organization or a member, and to consider any allegations brought against them.

ADMINISTRATIVE PROCEDURES

DUES RATES

10. Organizational Member

Such member shall be exempt from the payment of dues and special purpose assessments. (This exemption does not excuse individual members of the affiliated organization clinical education affiliate (CEA) from payment of dues or special purpose assessments to APMA.) Any cost associated with participation by the affiliated organization CEA in APMA
committees or other governance opportunities shall be at the expense of the affiliated organization CEA.

AFFILIATED AND RELATED ORGANIZATIONS (6-07 and 7-07)

1. Responsibilities—APMA

APMA shall fulfill the following responsibilities with respect to each of the three types of affiliated organizations.

For specialty organizations, APMA will:

• Recognize and respect the autonomy of the affiliate as a separate and independent organization.
• Provide notification of any significant policy in a timely manner.
• Provide opportunities for the affiliate to participate in discussions, activities, and decisions that are critical to the specialty area and to the advancement of the profession as a whole. This may include attending APMA committee meetings and task forces, involvement in policy formulation and implementation, participation in research and educational activities.
• Focus attention on specialty content areas within public relations and marketing efforts.
• Identify the affiliate within its APMA brand on its website and in other manners as appropriate.
• Ensure two-way communication on all topics of mutual interest while recognizing the participation and/or contribution of the affiliate.
• Indemnify affiliate from any obligations, costs, claims, and judgments asserted by a third party against the affiliate arising solely out of actions taken by APMA.

For clinical interest organizations, APMA will:

• Recognize and respect the autonomy of the affiliate as a separate and independent organization.
• Provide opportunities for the affiliate to participate in discussions, activities, and decisions that are critical to the administrative, clinical, educational, credentialing, or cultural area relevant to the purpose of the organization. This may include being invited to attend, as necessary, APMA committees or task forces and involvement in policy formulation and implementation, and participation in research and educational activities.
• Identify the affiliate within its APMA brand on its website and in other manners as appropriate.
• Ensure two-way communication on all topics of mutual interest while recognizing the participation and/or contribution of the affiliate.
• Indemnify affiliate from any obligations, costs, claims, and judgments asserted by a third party against the affiliate arising solely out of actions taken by APMA.

For related organizations, APMA will:
• Recognize and respect the autonomy of the affiliate as a separate and independent organization.

• Provide opportunities for the affiliate to participate in discussions, activities, and decisions that are critical to the administrative, clinical, educational, credentialing, or cultural area relevant to the purpose of the organization. This may include being invited to attend, as necessary, APMA committees or task forces and involvement in policy formulation and implementation, and participation in research and educational activities.

• Identify the affiliate within its APMA brand on its website and in other manners as appropriate.

• Ensure two-way communication on all topics of mutual interest while recognizing the participation and/or contribution of the affiliate.

• Indemnify affiliate from any obligations, costs, claims, and judgments asserted by a third party against the affiliate arising solely out of actions taken by APMA.

For related institutional organizations, APMA will (5-09):

• Recognize and respect the autonomy of the affiliate as a separate and independent organization.

• Provide opportunities for the affiliate to participate in discussions, activities, and decisions that are critical to the administrative, clinical, educational, credentialing, or cultural area relevant to the purpose of the organization. This may include being invited to attend, as necessary,
APMA committees or task forces and involvement in policy formulation and implementation, and participation in research and educational activities.

- Identify the affiliate within its APMA brand on its website and in other manners as appropriate.
- Ensure two-way communication on all topics of mutual interest while recognizing the participation and/or contribution of the affiliate.
• Indemnify affiliate from any obligations, costs, claims, and judgments asserted by a third party against the affiliate arising solely out of actions taken by APMA.

2. Responsibilities-Affiliated Organizations

The following responsibilities are associated with each of the three types of affiliated organizations. Demonstration of compliance with these responsibilities is required for organizations seeking initial and continuing recognition as affiliated organizations.

Specialty organizations will:

• Serve as the gatekeeper for the development of future areas of certification when no such area has yet been established.
• Ensure that all DPM members of the affiliate are members in good standing of APMA.
• Have a critical mass of at least 200 members.
• Have clearly stated requirements, procedures, and policies for membership.
• Have clearly stated mission and purposes that are relevant to the needs of podiatric medicine and that are not duplicative of other organizations recognized by APMA.
• Report annually to APMA any changes in bylaws, mission, purpose, or membership requirements, procedures, and policies, along with a current membership roster.
• Provide notification of any significant policy in a timely manner.
• Participate in relevant APMA committees and task forces, including attending meetings and providing input on matters in which the area of specialization is critical to the efforts of the committee and APMA.
• Participate in the advancement of scientific knowledge, leading to promotion and promulgation of the specialty area.
• Provide training and education to associate members so that they may advance in the clinical interest area.
• Identify itself as an APMA affiliate on its website and in other appropriate manners.
• Ensure two-way communication on all topics of mutual interest.
• Indemnify APMA from any obligations, costs, claims, and judgments asserted by a third party against APMA arising solely out of actions taken by the affiliate.

Clinical interest organizations will:

• Serve as the gatekeeper for the development of future areas of certification when no such area has yet been established.
• Ensure that all DPM members of the affiliate are members in good standing of APMA.
• Have a critical mass of at least 75 members.
• Have clearly stated requirements, procedures, and policies for membership.
• Have clearly stated mission and purposes that are relevant to the needs of podiatric medicine and that are not duplicative of other organizations recognized by APMA.
• Report annually to APMA any changes in bylaws, mission, purpose, or membership requirements, procedures, and policies, along with a current membership roster.
• Provide notification of any significant policy in a timely manner.
• Participate, when necessary, in relevant APMA committees and task forces, including attending meetings and providing input on matters in which the area of interest is critical to the efforts of the committee and APMA.
• Participate in the advancement of scientific knowledge, leading to promotion and promulgation of the specialty area.
• Provide training and education to associate members so that they may advance in the clinical interest area.
• Identify itself as an APMA affiliate on its website and in other appropriate manners.
• Ensure two-way communication on all topics of mutual interest.
• Indemnify APMA from any obligations, costs, claims, and judgments asserted by a third party against APMA arising solely out of actions taken by the affiliate.

Related organizations will:
• Ensure that all DPM members of the affiliate are members in good standing of APMA.
• Have a critical mass of at least 25 members.
• Have clearly stated requirements, procedures, and policies for membership.
• Have clearly stated mission and purposes that are relevant to the needs of podiatric medicine and that are not duplicative of other organizations recognized by APMA.
• Report annually to APMA any changes in bylaws, mission, purpose, or membership requirements, procedures, and policies, along with a current membership roster.
• Participate, when necessary, in relevant APMA committees and task forces, including attending meetings and providing input on matters in which the area of interest is critical to the efforts of the committee and APMA.
• Identify itself as an APMA affiliate on its website and in other appropriate manners.
• Ensure two-way communication on all topics of mutual interest.
• Indemnify APMA from any obligations, costs, claims, and judgments asserted by a third party against APMA arising solely out of actions taken by the affiliate.

Related institutional organizations will (5-09):
• Ensure that all DPMs who serve in a governance position within the affiliate are members in good standing of APMA.
• Have clearly stated requirements, procedures, and policies for membership.
• Have clearly stated mission and purposes that are relevant to the needs of podiatric medicine and that are not duplicative of other organizations recognized by APMA.
• Report annually to APMA any changes in bylaws, mission, purpose, or membership requirements, procedures, and policies, along with a current membership roster.
• Participate, when necessary, in relevant APMA committees and task forces, including attending meetings and providing input on matters in which the area of interest is critical to the efforts of the committee and APMA.
• Identify itself as an APMA affiliate on its website and in other appropriate manners.
• Ensure two-way communication on all topics of mutual interest.
• Indemnify APMA from any obligations, costs, claims, and judgments asserted by a third party against APMA arising solely out of actions taken by the affiliate.

1. Requirements for Recognition: Overall Philosophy

Organizations wishing to be aligned with APMA do so voluntarily because they believe in working together to serve the best interests of all to promote the profession in a unified manner.

2. Requirements for Clinical Education Affiliates (CEA)
A CEA represents people who wish to advance the education and knowledge base of the profession related to patient care. This needs to be understood as the primary role of these organizations. CEAs are not, per se, advocacy organizations but by pursuing their educational objectives and by being aligned with APMA, they help to reinforce APMA’s advocacy efforts.

In order to become and maintain affiliate status, CEAs must fulfill the following expectations:

• Provide a copy of a certificate of good standing from the state in which the organization is incorporated.
• Provide an Employer Identification Number (EIN) as issued by the Internal Revenue Service (IRS).
• Provide a copy of the IRS determination letter, confirming tax-exempt status.
• Require that all DPM members are members in good standing of APMA.
• Have a critical mass of at least 200 members.
• Have clearly stated requirements, procedures, and policies for membership.
• Have clearly stated mission and purposes that are relevant to the needs of podiatric medicine and that are not duplicative of other organizations recognized by APMA.
• Report annually to APMA any changes in tax-exempt status, bylaws, mission, purpose, membership
requirements, procedures, and policies, along with a current membership roster.

- Provide notification to APMA of any new policy or significant change in existing policy in a timely manner.
- Advance scientific knowledge, leading to promotion and promulgation of the specialty area.
- Provide training and education to members so that they may advance in the clinical interest area.
- Identify itself as an APMA affiliate on its website and in other appropriate manners.
- Indemnify APMA from any obligations, costs, claims, and judgments asserted by a third party against APMA arising solely out of actions taken by the affiliate.
- Serve as the gatekeeper for the development of future areas of certification when no such area has yet been established.

3. Requirements for Related Organizations (RO)

An RO represents people who wish to advance the knowledge base of their colleagues about non-clinical matters (e.g., administrative, educational, credentialing, fraternal, or cultural). These organizations are not advocacy organizations, per se, but by being aligned with APMA, they help to reinforce APMA’s advocacy efforts.

In order to become and maintain related status, ROs fulfill the following expectations:
• Provide a copy of a certificate of good standing from the state in which the organization is incorporated.
• Provide an Employer Identification Number (EIN) as issued by the Internal Revenue Service (IRS).
• Provide a copy of the IRS determination letter, confirming tax-exempt status.
• Require that all DPM members or DPMs who serve in a governance position within an RO made up of institutional representatives are members in good standing of APMA.
• Have a critical mass of at least 25 members.
• Have clearly stated requirements, procedures, and policies for membership.
• Have clearly stated mission and purposes that are relevant to the needs of podiatric medicine and that are not duplicative of other organizations recognized by APMA.
• Report annually to APMA any changes in tax-exempt status, bylaws, mission, purpose, membership requirements, procedures, and policies, along with a current membership roster.
• Provide notification to APMA of any new policy or significant change in existing policy in a timely manner.
• Identify itself as an APMA related organization on its website and in other appropriate manners.
• Indemnify APMA from any obligations, costs, claims, and judgments asserted by a third party against APMA arising solely out of actions taken by the RO.
Determining Initial Recognition of an Affiliated Organization—a Clinical Education Affiliate (Establishment of a Special Area of Practice)

In order to establish a special area of practice within podiatric medicine, a specialty organization or clinical interest organization—a formalized group consisting of podiatric physicians who are interested in a special area of practice and who have demonstrated their competency in that special area of practice—must pursue recognition from the APMA House of Delegates as an affiliated organization. An organization that is recognized by the house as a specialty organization or clinical interest organization—a clinical education affiliate—must have this recognition for a minimum of five years before it can consider pursuing recognition as a specialty board from the Council on Podiatric Medical Education.

All organizations seeking recognition as a non-clinical related organization also must pursue such recognition from the APMA House of Delegates.

Organizations desiring to affiliate with this association are required to submit to APMA the following materials:

- A petition signed by the officers of the organization. Included in the petition shall be a statement acknowledging and accepting the responsibilities associated with being an APMA affiliated organization.
• A copy of a certificate of good standing from the state in which the organization is incorporated.
• An Employer Identification Number (EIN) as issued by the Internal Revenue Service (IRS).
• A copy of the IRS determination letter, confirming tax-exempt status.
• A copy of the mission, purpose, and bylaws of the organization.
• A statement describing the specialty philosophy of the organization to include its objectives and biological and physical approaches to prevention, diagnosis, and treatment.
• Examples (e.g., schedules, programs, brochures, publications) of ways in which the organization advances scientific knowledge and provides training and education.
• A complete roster of its members presented in an electronic format suitable to APMA.
• Requirements, procedures, and policies for membership. (The petitioning organization must clearly demonstrate that it has established rules and procedures for maintaining a high level of professional conduct and discipline among its membership.)
• Examples of how the organization plans to promote itself as an affiliate of APMA.
• An indemnification statement that indemnifies APMA from any obligations, costs, claims, and judgments asserted by a third party against APMA arising solely out of actions taken by the affiliated organization.
• Any other pertinent information which may be necessary to describe the purpose, goals, and intent of the organization to establish a specialty area of practice within podiatric medicine.
• All application and processing fees that may be established by the Board of Trustees.

For specialty organizations and clinical interest organizations desiring to affiliate with this association the following additional materials must be submitted:

• A statement describing the specialty philosophy of the organization to include its objectives and biological and physical approaches to prevention, diagnosis, and treatment.
• Examples (e.g., schedules, programs, brochures, publications) of ways in which the organization advances scientific knowledge and provides training and education.

A complete petition along with 15 five (5) copies and fees must be submitted to the APMA executive director at least six months prior to the next scheduled regular meeting of the House of Delegates. Petitions submitted after this deadline may not be considered until a subsequently scheduled meeting of the House of Delegates. The petition will be reviewed by the Affiliate Review Committee and it will transmit a recommendation to the House of Delegates. The House of Delegates shall have final authority to grant affiliation.
5. Determining Initial Recognition of a Related Organization

In order to obtain recognition as a related organization, a formalized group must pursue recognition from the APMA Board of Trustees.

Groups seeking to be recognized as related organizations are required to submit to APMA the following materials:

- A copy of a certificate of good standing from the state in which the organization is incorporated.
- An Employer Identification Number (EIN) as issued by the Internal Revenue Service (IRS).
- A copy of the IRS determination letter, confirming tax-exempt status.
- A petition signed by the officers of the organization.
- A copy of the mission, purpose, and bylaws of the organization.
- A complete roster of its members presented in an electronic format suitable to APMA.
- Requirements, procedures, and policies for membership. (The petitioning organization must clearly demonstrate that it has established rules and procedures for maintaining a high level of professional conduct and discipline among its membership.)
- Examples of how the organization plans to promote itself as a related organization to APMA.
- An indemnification statement that indemnifies APMA from any obligations, costs, claims, and judgments
asserted by a third party against APMA arising solely out of actions taken by the related organization.

- Any other pertinent information which may be necessary to describe the purpose, goals, and intent of the organization.
- All application and processing fees that may be established by the Board of Trustees.

A complete petition along with five (5) copies and fees must be submitted to the APMA executive director. The petition will be reviewed by the Affiliate Review Committee at the time of its next scheduled meeting and it will transmit a recommendation to the Board of Trustees. The Board of Trustees shall have final authority to grant related status.

4. 6. *Determining Continued Recognition of an Affiliated Clinical Education Affiliates and Related Organizations*

Each affiliated organization shall submit a report of its activities and operations annually to the APMA executive director to include the following information:

- A complete roster of its members presented in an electronic format suitable to APMA. (All members of the organization, who have earned the DPM degree, must be members in good standing of APMA.)
- A list of members who have been suspended or expelled.
- Amendments to the mission, purpose, or bylaws of the organization.
• Verification of the continuing tax-exempt status of the organization.
• For specialty organizations and clinical interest organizations clinical education affiliates, revisions to the specialty philosophy of the organization, including modifications in objectives and biological and physical approaches to prevention, diagnosis, and treatment.
• Amendments to requirements, procedures, and policies for membership.
• For specialty organizations and clinical interest organizations clinical education affiliates, examples (e.g., schedules, programs, brochures, publications) of ways in which the organization advances scientific knowledge and provides training and education.
• Examples of how the organization has promoted itself as an clinical education affiliate or related organization of APMA.
• An indemnification statement that indemnifies APMA from any obligations, costs, claims, and judgments asserted by a third party against APMA arising solely out of actions taken by the affiliated organization.
• Any other pertinent information which may be necessary to determine that the organization is entitled to retain its affiliated or related status may be requested by the Affiliate Review Committee and submitted to the executive director.

The annual report must be submitted by December 31 for review by the Affiliate Review Committee. Failure to submit the
annual report may jeopardize the recognition of the affiliated or related organization.

5. 7. *Revocation of Affiliated Status Recognition*

Any violation of the bylaws, rules, requirements, or policies of the American Podiatric Medical Association as determined by the Affiliate Review Committee shall constitute cause for revocation of the certificate of affiliation of an affiliated or related status of an organization.

Revocation of a certificate of affiliation the recognition of an affiliated organization shall be subject for review by a board of inquiry and action recommended by the Affiliate Review Committee and approved by a two-thirds majority vote of the House of Delegates.

Revocation of the recognition of a related organization shall be recommended by the Affiliate Review Committee and approved by a two-thirds majority vote of the APMA Board of Trustees.

AFFILIATE REVIEW COMMITTEE (1-11)

1. Composition

The president shall appoint, with the approval of the Board of Trustees, an Affiliate Review Committee consisting of five
APMA members, one of whom shall be appointed as chair. No member shall be:

a) A paid or elected official of an affiliated or related organization.
b) A paid or elected official of an organization seeking recognition as an affiliated or related organization.
c) A member of the Board of Trustees.

2. Charge

The Affiliate Review Committee shall review and make recommendations to the House of Delegates regarding petitions submitted by organizations seeking recognition as APMA affiliates, a clinical education affiliate and to the Board of Trustees regarding petitions submitted by organizations seeking recognition as a related organization in accordance with the APMA Bylaws and Administrative Procedures. The committee also shall review annual reports submitted by recognized clinical education affiliates and related organizations and make recommendations in accordance with the APMA Bylaws and Administrative Procedures. The committee also shall inquire into and report on any controversies involving an affiliated or related organization.

BOARD OF INQUIRY

2. Initial Request
A request for a BOI may be submitted by a member, component society or association, affiliated organization or member of the public (hereinafter referred to as the “petitioner”). A decision to convene a BOI also may emanate from the House of Delegates on matters pertaining to the Board of Trustees or any other matter that the house believes can only be resolved through a board of inquiry process.

8. Charges Against Organizations or Individual Members

*Whenever a BOI is appointed to consider charges against a component society or association, an affiliated organization, or an individual member, each party shall have transmitted to it a written copy of the charges.

12. *Reports, Recommendations, Actions

The House of Delegates may accept, reject, or modify the findings of a BOI, provided, however, that when the findings of a BOI include a sentence of expulsion or suspension for more than one year, or the suspension or revocations of the charter of a component society or association or an affiliated organization, such findings shall not be upheld nor shall it be imposed by the house unless approved by a two-thirds majority of the delegates present and voting. At the discretion of the speaker, with the approval of the house, the concerned party may address the House of Delegates on the report of the BOI. The report of a BOI recommending removal of a person from an
elected office may be sustained by the House of Delegates following a two-thirds majority vote of those delegates present and voting. Any action by the house shall be final and conclusive.

APMA SCIENTIFIC MEETINGS (Educational Sessions)

3. Coordination with Component Society/Association and/or Region

*The Board of Trustees shall work in cooperation with and obtain prior approval from that state component and/or any confederation of components in a geographic area in which the educational session is planned. Should the board choose to hold an annual scientific meeting, it is encouraged to take part in active long-range planning, including financial sharing arrangements, with those affected state components, regions, and clinical education affiliates. Such efforts should occur prior to any contractual commitments being signed. (9-00)

ANNUAL CALENDAR

1. Regional, and Clinical Education Affiliated, and Related Organization Meetings

APMA establishes and maintains a master calendar of events for regional, and clinical education affiliated, and related organization meetings. Regions and affiliated organizations are
encouraged to clear proposed meeting dates with APMA. (15-68)

**AMENDMENT TO RESOLUTION 9-89**

Along with the modifications to the Bylaws and Administrative Procedures, Resolution 9-89, which accepted recommendations of a Blue Ribbon Panel on Board Certification and Specialization, must be amended to state that the following recommendation of the Blue Ribbon Panel be modified (note stricken language and highlighted new language).

The Panel’s Proposal for a Better Process

1. First, an organization must establish itself in a special area and pursue recognition as an affiliated organization, which consists of podiatrists who are interested in a special area of practice and who have demonstrated that special interest through successful completion of examinations and/or case reports, completion of intensive study and/or extended clinical experiences beyond the professional degree (as described in the current APMA bylaws).
PROPOSITION B-15: DEFINITION OF A DPM

PURPOSE: The intention of this proposition is to clarify the definition of a DPM within the bylaws to differentiate between those DPMs who received their degrees in the United States versus those who received their degrees in Canada (or potentially elsewhere).

POLICY DOCUMENT: APMA Bylaws

SUBMITTED BY: Bylaws and Procedures Committee

FINANCIAL IMPACT: None

INSTRUCTIONS: Insert highlighted text.

---

BYLAWS

4.2 QUALIFICATIONS

4.2.1 Active and Associate Member:

A Doctor of Podiatric Medicine (DPM) licensed to practice in a state, district, territory, or dependency of the United States who is a member in good
standing of one of the component societies or associations where one exists.

*When appearing in these bylaws, “Doctor of Podiatric Medicine” or “DPM” refers to podiatrists who received a DPM degree from a U.S. podiatric medical school accredited by the Council on Podiatric Medical Education.*
PROPOSITION C-15: CANDIDATE DECLARATIONS

PURPOSE: The intention of this proposition is to codify within the APMA Administrative Procedures the process and deadline for candidates declaring their pursuit of an elected office. Aspects of this proposition reflect a policy established by the 2003 House of Delegates (Resolution 13-03).

POLICY DOCUMENT: APMA Administrative Procedures

SUBMITTED BY: Bylaws and Procedures Committee

FINANCIAL IMPACT: None

INSTRUCTIONS: Insert highlighted text.

ADMINISTRATIVE PROCEDURES

(Page 15)

HOUSE OF DELEGATES

1. Delegate and Alternate Reimbursement
Expenses incurred for delegates and alternates are not reimbursed by APMA. The APMA and APMAPAC may reimburse for reasonable airfare and two nights' hotel accommodations for a state officer and/or state representative(s) on the APMAPAC National Coordinating Committee who serve as credentialed delegates if National Podiatric Medical Legislative Conference activities are integrated with the House of Delegates.

2. Declaration of Candidacy for Elected Office

All individuals seeking election to any APMA office (i.e., president-elect, vice president, treasurer, trustee, speaker of the house, or representative on the JCRSB) must declare his/her candidacy through submission of a written candidate statement to the APMA protocol officer. The statement should indicate the name of the individual, office sought, and a clearly written description of the candidate’s qualifications limited to no more than 300 words.

Publication of candidate statements for presentation to the membership in the APMA NEWS will occur in the edition that is circulated immediately prior to the regular meeting of the House of Delegates.* The deadline for publication of candidate statements in the APMA NEWS is 90 days prior to the regular meeting of the House of Delegates.

Should a declaration of candidacy be received following the deadline for publication in the APMA NEWS, such declarations
must be received no later than the end of the House of Delegates session preceding the day on which elections will be conducted.

APMA will post candidate information on the APMA members-only website as soon as it becomes available.*

*Note: These policy statements were approved previously by the 2003 House of Delegates.
PROPOSITION D-15: MEMBERSHIP FOR U.S.-BASED ALLOPATHIC AND OSTEOPATHIC MEDICAL PROFESSIONALS

PURPOSE: To extend membership to allopathic and osteopathic medical professionals (MDs and DOs) who practice in the United States and who may share an interest in the health of the lower extremity.

BACKGROUND: APMA has made a concerted effort to establish and develop relationships with other medical professions and communities, including but not limited to the American Medical Association (AMA), the American Osteopathic Association (AOA), and the Society for Vascular Surgery (SVS). Extending a membership opportunity to the MD and DO communities makes sense when we consider the interdisciplinary team approach that many podiatric patients require. Many of our members have close working relationships with these medical communities and specialties.

Currently, all APMA members in good standing are afforded the opportunity to become members of the Society for Vascular Surgery. Extending membership
to the vascular surgery community is a matter of respectful reciprocity. APMA members of SVS receive all official communications and are eligible to attend the annual SVS scientific meeting every June, as a dues paying member.

As described in the APMA Bylaws, an International Member is an individual who devotes a substantial portion of their practice to the medical and/or surgical care of the foot, who does not practice in the United States, and who does not hold the degree of DPM. This means a pathway exists for MDs and DOs practicing outside of the United States to become members of APMA. Based on this, it is logical to extend membership to MDs and DOs practicing within the United States.

Allowing membership to MDs and DOs will be a dues revenue opportunity for APMA, just as it is for the already existing international membership status.

POLICY DOCUMENT: APMA Bylaws and Administrative Procedures
BYLAWS

ARTICLE 4.0 MEMBERS

4.1 CLASSIFICATION

The members of this association shall be classified as:

4.1.1 Active Member
4.1.2 ...

4.1.15 Other Medical Professional Member

4.2 QUALIFICATIONS

4.2.14 Other Medical Professional Member

A licensed MD or DO who has a special interest in medical or surgical management of lower extremity diseases and conditions.
4.5 PRIVILEGES

4.5.4 Affiliate, International, and Other Medical Professional Members:

4.5.4.1 Shall be eligible to receive all official communications of the association.

4.5.4.2 Shall be eligible for admission to any educational session and such other services as are provided by the association.

ADMINISTRATIVE PROCEDURES

DUES RATES

5. Affiliate, International, and Other Medical Professional Members

Such member shall pay 25% of the approved dues.