

# Physical Therapist Assistant Caucus



## BOD Y10-20-03-05 [Initial] [Policy]

### I. Purpose

- A. To represent the interests of physical therapist assistant members.
- B. To provide recommendations and input related to PTA issues to the PTA Caucus delegates, to APTA's House of Delegates, and to the APTA Board of Directors.
- C. To elect two caucus delegates and one alternate delegate to APTA's House.
- D. To elect the caucus's three-member Nominating Committee.

### II. Composition

- A. The PTA Caucus shall consist of one PTA member representative from each chapter. These representatives are the voting members of the caucus.
- B. The caucus delegates shall consist of two PTA members elected by the caucus representatives. One alternate delegate also will be elected. Delegates shall be voting members of the House and may speak and make motions.
- C. The PTA Caucus Nominating Committee shall be elected by the caucus and will:
  1. Develop a slate of candidates to fill vacating positions annually.
  2. Conduct annual caucus elections.
  3. Identify and encourage individuals to participate in volunteer opportunities.

### III. Delegates

Of the two PTA Caucus delegates elected by the caucus representatives, one delegate shall be the chief delegate, elected as described below. The caucus will also elect a chief-elect who is mentored by the chief delegate for one year, and an alternate delegate from the representatives who will be available to fulfill the responsibilities of a delegate should a vacancy arise. The alternate delegate will continue fulfilling responsibilities as the chapter representative.

#### A. Qualifications, Term, and Election of PTA Caucus Delegates

1. PTA members who are members in good standing and who are able to attend the entire meeting of the House shall be eligible to serve as a PTA Caucus delegate. A delegate may not serve as a caucus representative concurrently.
2. PTA Caucus representatives shall elect the caucus delegates at the annual meeting of the PTA Caucus. Those delegates shall serve staggered terms. The chief delegate will serve one year as chief-elect and then three years as chief. Delegates shall be elected over contiguous three-year cycles. In the first year of a three-year cycle, representatives shall elect two delegates, in the second year two delegates, and in the third year one delegate. Delegate terms begin at the close of the House session. At the PTA Caucus meeting held at the end of year two of the chief delegate's three-year term, caucus representatives shall elect a chief-elect.

An incumbent chief delegate who wishes to serve in that position beyond the three-year term may be a candidate for the position of chief-elect. If the incumbent chief delegate wins the election, that person first shall finish serving their final year as chief delegate, then begin the second three-year term as chief delegate. An incumbent chief delegate who is elected to the chief-elect position at the end of their original three-year term and then serves the three years of the new term shall be deemed to have served two complete consecutive terms.

If an incumbent delegate who is not the chief delegate, and who is in the first or second year of a three-year term, is elected chief-elect, a special election shall be held to elect a delegate to serve the remainder of the incumbent delegate's original three-year term.

PTA Caucus delegates may serve no more than two complete consecutive terms.

3. The alternate delegate shall be elected annually for a one-year term. The alternate delegate must be a PTA Caucus representative who has been elected or selected to serve as a caucus representative for the entire alternate delegate term.

#### IV. Meetings

The PTA Caucus shall meet at least annually to:

- A. Elect caucus delegates.
- B. Elect its Nominating Committee.
- C. Advise and make recommendations to caucus delegates on issues related to the interests of the PTA, association, and profession, including motions to APTA's House.
- D. Perform the general business of the PTA Caucus.

#### V. Duties and Responsibilities

##### A. Duties and Responsibilities of all PTA Caucus Delegates

PTA Caucus delegates are elected to represent the caucus at the APTA House. These delegates attend and participate in caucus meetings, participate in candidate interviews for APTA national elections, and represent the PTA Caucus at national and chapter meetings as requested by the Board.

##### B. Duties and Responsibilities of the Chief Delegate

In addition to the duties prescribed for all PTA Caucus delegates, the chief delegate coordinates caucus activities and represents the caucus at component leadership meetings and at APTA national events, including the House, to articulate caucus interests. In addition, the chief delegate reports annually to the APTA Board on PTA Caucus activities.

##### C. Duties and Responsibilities of the Chief-Elect

The chief-elect assists the chief delegate as necessary, performing any duties delegated by the chief delegate, and attends APTA national events, including the House, when possible.

#### VI. Funding

The Board determines funding for the PTA Caucus through the annual APTA budget process.

#### **Explanation of Reference Numbers:**

HOD P00-00-00-00 stands for House of Delegates/month/year/page/vote in the House of Delegates minutes; the "P" indicates that it is a position (see below). For example, HOD P06-17-05-04 means that this position can be found in the June 2017 House of Delegates minutes on Page 5 and that it was Vote 4.

E: Binding Ethical Document | P: Position | Y: Policy

**Last Updated:** 11/29/2022

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