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**POSITION**: Practice and Payment Committee Chair

**APPOINTMENT**: Appointed by the President with the approval of the Chapter Board of Directors.

**RESIGNATION**: Letter of resignation should be sent to the Chapter Board of Directors.

**DISMISSAL**: May be dismissed by the Chapter Board of Directors for failure to attend meetings, failure to fulfill responsibilities and non-compliance with policies and procedures. Appeal of the dismissal must be submitted in writing to the Chapter Board of Directors.

**POSITION OBJECTIVE:** Help advance the practice of physical therapy, address practice and payment concerns of the members, and serve as a resource for members for state regulations/legislation and the implications for all practice settings within the Chapter. Lead the Practice and Payment Committee composed of Chapter Members from various practice settings and specialty areas. Provide leadership and vision for the membership by assisting in the strategic planning for the Chapter. Focus on areas affecting the future of the profession such as scope of practice, regulation, resources, practice management and innovation as well as payment issues.

**SPECIFIC RESPONSIBILITIES**:

1. Submit appropriate information to the Chapter Board of Directors as requested.
2. Attend the Chapter Business Meetings and submit an annual report.
3. Prepare agendas for Committee meetings and conduct meetings of the Committee as needed.
4. Update the Committee Chair's Job Description prior to transfer of office.
5. Transfer to the newly appointed Chair the records, corre­spondence and all other pertinent information collected during the term of office.
6. Increase member awareness of available resources and documents related to practice and payment (ie, regularly update the Practice and Payment pages on the Chapter website).
7. Function as a resource on the practice of physical therapy (ie, be familiar with APTA Practice website resources, develop a network of resources from various backgrounds, be available to answer questions from membership and/or assist them in finding their own resources, encourage the use of evidence-based practice.)
8. Collaborate with other Chapters on issues and activities of common interest and concern.
9. Provide mentorship to facilitate succession planning.

**BENEFITS:** By contributing governance and visionary leadership you help the Chapter move forward in accomplishing our mission. It also provides a unique opportunity to impact and influence the direction and advancement of physical therapy practice. You may also advance your knowledge and skills in business management through your participation on a Board level as well as training opportunities and interaction with Chapter staff. The opportunity to interact and network with peers is invaluable. You will have access to APTA Practice and Payment staff to guide you in your responsibilities and provide the information and materials you will need to engage in successful strategies that support physical therapist practice in your state.

**TIME COMMITMENT:** Varies from month to month depending on responsibilities and endeavors determined by the Chapter Board and Committee. The average commitment is 4-6 hours per month.

**QUALIFICATIONS:** Must be an APTA Indiana PT, Life PT, PTA or Life PTA Member in good standing. In order to be successful, a basic knowledge of computers is required for reporting and email purposes. Knowledge of specialty clinical practice, practice management, coding, payment related issues, commercial insurance, Medicare and Medicaid policies will be beneficial.

**EVALUATION:** The Chapter President will contact you prior to the end of your term for feedback on your experience as a volunteer leader. This will be used to update job descriptions and orient future Chapter leaders.

PRCCHAIR: 07/15/89

REV: 12/03/96; 07/07/12; 10/11/19