

## Core Curriculum Faculty Sub-committee Sub-committee Charter Document

<b>Purpose</b>	Responsible for the planning and oversight of the content and faculty for The Society's <i>Core Curriculum on Medical Direction in Post-Acute and Long-Term Care</i> training course.
<b>Ongoing Sub-committee Activities / Charges &amp; Strategies</b>	<p>The sub-committee undertakes the following activities:</p> <ul style="list-style-type: none"> <li>• Review and update the course curriculum, including content for on-demand modules, live virtual monthly forums, and the live interactive synthesis course.</li> <li>• Teaches at the live core synthesis meetings and monthly live virtual forums.</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 the involvement of 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 Sub-committee and to hear about new Board initiatives. Report back to the full Sub-committee on each discussion with the Board liaison.</li> <li>• Identify, mentor, and groom the next Chair.</li> <li>• Assist with structure and selection of members.</li> </ul> <p>Vice Chair</p> <ul style="list-style-type: none"> <li>• Support the Chair to ensure responsibilities are met in a timely manner.</li> <li>• Serve as interim 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>Expected Commitment</b>	<p>Subcommittee members are expected to participate in the following on an annual basis:</p> <ul style="list-style-type: none"> <li>• Teach at one live core synthesis meeting each year,</li> <li>• Co-facilitate two virtual live forums each year,</li> <li>• Participate in periodic content reviews of assigned online modules,</li> <li>• Attend the annual virtual faculty planning meeting (January), and</li> <li>• Participate in any other planning or training meetings that may happen throughout the year.</li> </ul> <p>The subcommittee meets periodically/as needed via conference call. Members are expected to review all agenda/materials prior to each meeting and attend the conference calls as scheduled.</p> <p>The estimated monthly time commitment varies greatly based on assignments.</p>
<b>Sub-committee Composition</b>	The Core Curriculum Faculty sub-committee is comprised of a Chair, Vice Chair, and approximately 20 members.
<b>Sub-committee Terms</b>	<p>New subcommittee members serve a minimum of three (3) years for their first term due to the first year they participate as trainees.</p> <p>All current sub-committee members serve a minimum two (2) year term and are</p>

	eligible for reappointment until they choose to resign from their position. Terms run May to April. The Chair and Vice Chair each serve a two-year term.
<b>Selection/ Appointment</b>	<p>New subcommittee members are identified through a call for faculty. A selection committee made up of current members is created and selections are based on application review and candidate interviews.</p> <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>Sub-committee Requirements</b>	<p>Members:</p> <ul style="list-style-type: none"> <li>• Current Certified Medical Director (CMD)</li> <li>• Relevant experience as a nursing facility medical director</li> <li>• Teaching/speaking experience</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>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 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 member.</li> </ul>
<b>Committee Members</b>	<p>Chair: Luz Ramos-Bonner, MD, MBA, CMD</p> <p>Vice Chair: Open</p> <p>Members:</p> <ul style="list-style-type: none"> <li>• Rebecca Elon, MD, MPH, CMD</li> <li>• Rebecca Ferrini, MD, MPH, CMD</li> <li>• John Heath MD, CMD</li> <li>• Cynthia Kuttner, MD, CMD</li> <li>• Thomas Lawrence, MD, CMD</li> <li>• Lee Lindquist, MD, MPH, MBA, CMD</li> <li>• Dheeraj Mahajan, MD, CMD</li> <li>• Tsewang Ngodup, MD, MPH, CMD, AGSF, HMDC</li> <li>• Meenakshi Patel, MD, MMM, CMD</li> <li>• Toby Smith, DO, CMD</li> <li>• Todd Sobol, MD, CMD</li> <li>• Richard Stefanacci, DO, MBA, CMD</li> <li>• Jean Storm, DO, CMD</li> <li>• Barbara Tommasulo, MD, CMD, LNHA, CWSP</li> <li>• Michael Wasserman, MD, CMD</li> <li>• Matthew Wayne, MD, CMD</li> </ul>
<b>Staff Liaison(s)</b>	<p>Linda Lang Senior Manager, Professional Development</p>