

Education Steering Committee

Charter Document

Purpose	<p>The Education Steering Committee mission reflects AMDA’s status as an Accreditation Council for Continuing Medical Education (ACCME) accredited sponsor of continuing education. The educational activities of the association are offered to expand the knowledge and skills of those who provide primary care and medical direction for nursing facility residents. Committee members are asked to work on projects such as development of new curricula and programs, review of existing education programs and materials, training programs for course directors and faculty, and joint sponsorship of CME activities with state associations. The Education Steering Committee oversees two subcommittees: Program Planning and Core Curriculum.</p>
Ongoing Committee Activities / Committee Charges & Strategies	<p>The committee undertakes the following activities:</p> <ul style="list-style-type: none"> • Oversee and contribute to the development of evidence-based educational sessions for PALTC professionals. • 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. • Promote and raise awareness of guidance, tools, and resources developed by the Education Steering Committee and subcommittees.
Roles and Responsibilities	<p>Chair</p> <ul style="list-style-type: none"> • Help structure agenda for meetings. • Run an effective meeting to ensure involvement of committee members and the advancement of activities and charges. • 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. • Identify, mentor, and groom the next Chair of the Committee. • Assist with structure and selection of committee members. <p>Vice Chair</p> <ul style="list-style-type: none"> • Support the Committee Chair to ensure responsibilities are met in a timely manner. • Serve as interim Committee Chair in the absence of the Chair. • Recommend individuals to serve as the next Vice Chair. • Ascend to the position of Chair. <p>Members</p> <ul style="list-style-type: none"> • Be prepared and actively participate in all conference calls and meetings. • Work on projects as delegated by the Chair.
Workgroups and Other Committee Relationships	<ul style="list-style-type: none"> • Receive updates from all subcommittee Chairs (or subcommittee representative) on projects, activities, etc. to ensure they are meeting the term objectives. • Works with clinical affairs committees and subcommittees as appropriate regarding development of resources for specific clinical topics

Expected Commitment	<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>
Committee Composition	<p>The Education Steering Committee is comprised of medical directors, physicians, pharmacists, nurses, psychologists, academicians, and clinical specialists.</p>
Committee Terms	<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>
Selection/ Appointment	<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>
Committee Requirements	<p>Committee Members:</p> <ul style="list-style-type: none"> • 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. • Desire to advance the mission of AMDA. • Ability to make the necessary time commitment. • Must be a Society member in good standing. • Must disclose all financial relationships on an annual basis. • Ability to attend and actively participate in conference calls. <p>Committee Chair:</p> <ul style="list-style-type: none"> • In addition to the above requirements, when possible, the Chair should have previously served as the Committee Vice Chair. <p>Vice Chair:</p> <ul style="list-style-type: none"> • In addition to the above requirements, when possible, the Vice Chair should have previously served as a committee member.
Committee Members	<p>Chair – Ruth Spinner, MD, CMD Vice Chair - Fatima Sheikh, MD, MPH, CMD</p> <p>Members</p> <ul style="list-style-type: none"> • Shauna Assadzandi, MD • Michelle Bellantoni, MD, CMD • Erin Brooks, PA-C

	<ul style="list-style-type: none"> • Chelsea Brower, MD • Julie Gammack, MD, CMD • Sarah Hallen, MD • Paige Hector, LMSW • Carolyn Kadzan, MHSA, NHA • Chandrika Kumar, MD, FACP, AGSF • Thomas Lawrence, MD, CMD • Fatima Naqvi, MD, CMD • Saba Qadir, MD • Claire Regan, DNP, CRNP, AGPCNP-BC • Barbara Resnick, PhD, CRNP • Verna Sellers, MD, MPH, CMD • Keerti Sharma, MD • Loveleen Sidhu, MD, CMD • Jamie Smith, RN, MSN, FNP • Deborah Theis, PhD • Sabine von Preyss-Friedman • Ruth Weber, MD, CMD • Mamata Yanamadala, MBBS, MS • Robert Zorowitz, MD, MBA, CMD
Staff Liaison(s)	Erin O'Brien, MA, RN - Director, Clinical Affairs & Education
Board Liaison	Diane Sanders-Cepeda, DO, CMD