

## Ethics Sub-committee Charter Document

<b>Purpose</b>	The Ethics Subcommittee is dedicated to enhancing the quality of life and well-being of patients and residents in the various post-acute and long-term care settings. We advocate for the PALTC community through collaborative efforts and educational initiatives and strive to ensure that ethical best practices are being considered.
<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>• Develop educational presentations for the Society that focus on ethical issues in PALTC.</li> <li>• Enhance the Society’s online educational materials with a focus on ethical topics in PALTC.</li> <li>• Contribute articles that are ethics-based to <i>Caring for the Ages</i> and <i>JAMDA</i>.</li> <li>• Interact with the larger organization to provide ethical feedback and insights when needed</li> <li>• Be available for AMDA members to discuss or address ethical issues/concerns if they arise</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 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 or Vice Chair.</li> </ul>
<b>Expected Commitment</b>	<p>The committee meets quarterly via conference call. 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>

<b>Sub-committee Composition</b>	The Ethics Sub-committee is comprised of interested medical directors, physicians, and nurses, or Members of AMDA/PALTC who demonstrate an interest in ethics. This may include Medical Directors and physicians.
<b>Sub-committee Terms</b>	All sub-committee members serve a two (2) year term and are eligible for reappointment once. Terms run May to April. The Chair and Vice Chair each serve a two-year term and can be in addition to their previous 2 membership terms.
<b>Selection/ Appointment</b>	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.
<b>Sub-committee Requirements</b>	<p>Members:</p> <ul style="list-style-type: none"> <li>• Express desire to serve with a special interest in ethical issues and best practices concerning the quality of care delivered to patients in post-acute and long-term care settings.-</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><b>Chair</b> - Timothy Holahan, DO, CMD</p> <p><b>Vice Chair</b> - Katja Elbert-Avila, MD, MHS</p> <p><b>Members</b></p> <ul style="list-style-type: none"> <li>• Abid Iraqi, MD, FACP, AGSF, CMD</li> <li>• Howard Finger, DO</li> <li>• Robert A. Zorowitz, MD, MBA, CMD</li> <li>• Elaine Healy, MD, FACP, CMD</li> <li>• Michelle Siena, RN, MS, NP</li> <li>• Michelle Amendolia, MSN, APN, AGPCNP-C</li> <li>• Rani Rao, MD</li> <li>• Leslie Hunter-Johnson, ARNP</li> </ul>

	<ul style="list-style-type: none"><li>• Robertha Mendez, MD</li></ul>
<b>Staff Liaison(s)</b>	Erin O'Brien, RN, MA - Director, Clinical Affairs Ellen Cook - Administrative Assistance Specialist Alicia Graf, MEd, CHES - Special Project Manager, Clinical Affairs
<b>Board Liaison</b>	Suzanne Gillespie MD, RD, CMD