

DELEGATE HANDBOOK



FEDERATION OF STATE BOARDS OF PHYSICAL THERAPY

2022 DELEGATE ASSEMBLY

OCTOBER 24

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Delegate Assembly Policy Development Process

Informational Reports

Most Board of Directors, committee, task force, and area of focus reports are provided to the Delegate Assembly for information. Informational reports provide highlights or an update on activities or projects and do not require any decision making on the part of the Delegate Assembly. Members will find these reports in the Delegate Handbook, which is available on the members' area of the FSBPT's website prior to the Delegate Assembly.

Motions

Member Boards and the Board of Directors may submit motions for consideration by the Delegate Assembly. A motion is a way to express an idea or identify a problem or opportunity and suggest that an action be taken. Although a motion may deal with complex issues, most motions begin simply when a problem is recognized and a solution is suggested.

Delegate Assembly motions are structured to first declare the recommended action and then provide background information regarding the issue and why this particular action is recommended. They will need to reference the area of focus and the fiscal impact of the motion.

Per the Bylaws and Standing Rules, Member Boards and the Board of Directors need to submit their motions to the Resolutions Committee ninety days prior to the Delegate Assembly. Motions not submitted by the deadline may still be heard at the Delegate Assembly, but those motions should ideally be vetted by the Resolutions Committee and discussed at the following year's Leadership Issues Forum, leading to a potential motion at that year's Delegate Assembly. However, any main motion that has not been submitted by the deadline requires a two-thirds vote without debate to be considered by the Delegate Assembly. In 2021, the ninety-day deadline was July 25.

Comments on Motions

Member Boards whose delegates cannot attend the Delegate Assembly may send a letter or email to the Resolutions Committee with their comments on a motion. Those comments may be shared during the Delegate Workshop (in print or by being read by the Resolutions Committee chair) without further debate.

Resolutions Committee

The purpose of the Resolutions Committee is to receive and correlate motions and resolutions to be presented to the Delegate Assembly and identify motions that fall outside the purpose of FSBPT. The committee also provides advice and counsel to delegates regarding form, wording, and method of presentation of matters to the Delegate Assembly.

Delegate Workshop

The Resolutions Committee schedules a Delegate Workshop. There are multiple purposes of the workshop:

- Provide an overview of FSBPT's governance process and Delegate Assembly procedures.
- Encourage an informal and frank discussion by FSBPT delegates and the Board of Directors of that year's motion(s).

The Resolutions Committee's role in the workshop is to provide education regarding the governance process and facilitate the discussion of the motions. This facilitation includes seeking out appropriate information and/or viewpoints on each item under discussion from the maker of the motion, the Board of Directors, and other delegates. The committee may also seek out information from other attendees or staff, as appropriate.

Members of the Resolutions Committee are not allowed to engage in debate or express their own opinions during the workshop, and they are not empowered to entertain motions or make decisions on motions during the workshop. However, the chair is empowered to provide feedback to the jurisdictions that are making the motions.

When the motions are discussed, the chair of the Resolutions Committee will invite the maker of each motion to come forward and explain the purpose and/or intent of the motion. The chair will then ask for comments and questions from other delegates and the Board of Directors.

Because these are motions for the Delegate Assembly, the discussion should be among the delegates and Board of Directors. Speakers should identify themselves by their name, their jurisdiction, and whether they are a voting delegate, alternate delegate, or on the Board of Directors.

If the delegate or Board of Directors would like a staff member or other attendee (such as legal counsel) to speak on an issue, they should introduce them. The chair of the Resolutions Committee will determine whether an attendee other than the delegate or Board of Directors is permitted to speak.

Delegate and Alternate Delegate Job Description

Established by: Bylaws

Delegate Assembly Summary:

- A. *Delegate Assembly Membership*
The Delegate Assembly comprises Member Board Delegates and the Board of Directors.
- B. *Delegate Assembly*
FSBPT will hold an annual meeting of the Delegate Assembly at a time and place determined by the Board of Directors. Member Boards and Council Administrators shall be notified of the meeting not less than 45 days prior to the meeting.
- C. *Special Meetings of the Delegates*
A majority of the member Boards; the President, with approval of the Board of Directors; or three quarters of the membership of the Board of Directors without the approval of the President; may call special meetings of the Delegate Assembly. Member Boards and Council(s) will be notified of a special meeting not less than fourteen days prior to the meeting.
- D. *Conduct of Business by Mail or Electronically*
When the Board of Directors or a majority of the Member Boards determine it is necessary to conduct a mail or electronic vote of the Delegate Assembly, the vote will be conducted as directed in the Standing Rules. Each voting delegate will receive information to make informed decisions.
- E. *Voting Body*
The voting body will consist of the Delegates selected by the Member Boards. Each Member Board is entitled to one Delegate. Each Delegate will have the right to attend, speak, make motions, nominate, and vote. No FSBPT Officer or Director may serve as a Delegate.
- F. *Quorum*
The quorum for any meeting of the Delegate Assembly will be Delegates from a majority of the FSBPT Member Boards.
- G. *Seating*
 - i. All voting Delegates and Alternate Delegates shall be seated together in a separate designated area.
 - ii. Members of the Member Boards who are not a part of the Delegate Assembly and Member Board Administrative Staff may be seated in the area of the assembly designated for Member Boards.
 - iii. Others, including but not limited to Affiliate Members, Associate Members, Honorary Members, FSBPT staff, invited guests, and visitors, shall be seated in a designated area.

Term of Delegate:

Delegates and Alternate Delegates will serve a term of one year, which commences when the Member Board submits the delegate names for the upcoming Delegate Assembly and continues until delegate names are submitted for the next Delegate Assembly. Delegate and Alternate Delegate names will be submitted to FSBPT offices as specified in the Standing Rules.

Duties of the Delegates:

- A. Delegates will represent their jurisdiction in all meetings of the Delegate Assembly and if needed, by mail ballot.
- B. Delegates will attend the annual Delegate Assembly meeting. One Delegate from each Member Board is expected to attend the Leadership Issues Forum.
- C. Delegates will disseminate information from the Federation of State Boards of Physical Therapy to their Member Board.
- D. Delegates will respond to requests for information and ensure that their Member Board meets deadlines as established by the Federation of State Boards of Physical Therapy.

Delegate Requirements:

- A. Delegate means the member of, or administrator to, a Member Board selected by the Member Board to be its representative to meetings of the Delegate Assembly. In addition, the Member Board may select as Delegate an individual employed by the jurisdiction in the regulation of physical therapy.
- B. Alternate Delegate means the member of, or administrator to, a Member Board selected by the Member Board to be its representative to meetings of the Delegate Assembly in the event that the Member Board's Delegate cannot or does not attend the meeting. In addition, the Member Board may select as an Alternate Delegate an individual employed by the jurisdiction in the regulation of physical therapy.

Rights and Privileges of Persons Not a Part of the Delegate Assembly:

Alternate Delegates, members of Member Boards who are not part of the Delegate Assembly, Affiliate Members, Associate Members, Honorary Members, Member Board Administrative Staff, FSBPT Staff, and invited guests may attend the meetings of the Delegate Assembly with the privilege to speak after Delegates have spoken and with permission of the Delegate Assembly, but may not make motions, make nominations, or vote.

FSBPT Delegate Assembly Agenda
October 24, 2022
7:00 p.m. – 8:00 p.m. ET
Via Webinar

Presiding Officer: Nancy Kirsch, President

I. Call to Order

The annual Federation of State Boards of Physical Therapy Delegate Assembly meeting will come to order at 7:00 PM ET, October 24, 2022.

II. Roll Call of Delegates – Cynthia Potter, Secretary

The Secretary will call the roll of delegates.

III. Adoption/Reordering of Agenda

IV. 2021 Minutes

The minutes of the 2021 meeting were approved by the Minutes Approval Committee: Bernardine Evans (DC); Dorothy Gaskin (GA); Flora Muñoz Rivera (PR) and no further action is required.

V. Appointment of the 2022 Minutes Approval Committee

Appointed the following delegates to approve the 2022 Delegate Assembly minutes.

- Shari Berry, WI
- Bettina Brown, NM
- Kirk Peck, NE

VI. Appointment of the 2022 Teller Committee

Appointed the following people to the Teller Committee.

- Rochelle Araki, HI
- Judy Chepeus, AZ
- Deborah Richardson-Peter, VI

VII. Motions

The following motions are included in the Delegate Handbook. If new motions are brought forward, they will be available at the Delegate Assembly.

DEL-22-01, Bylaws revisions – Qualifications for Treasurer

DEL-22-02, Bylaws revisions – FSBPT Membership

DEL-22-03, Bylaws and standing rules revisions – Qualifications for Resolutions Committee Members

DEL-22-04, Bylaws revisions – Editorial Changes to Standing Rules

DEL-22-05, Bylaws revisions – Key Functions of FSBPT

DEL-22-06, Bylaws and standing rules revisions – Holding the Delegate Assembly

VIII. Financial Information and Reports – Ruggie Canizares, Treasurer, and Nancy Kirsch, President

IX. New Business

X. Announcements

XI. Adjournment

President Nancy Kirsch adjourned the meeting at ---:-- PM ET on October 24, 2022.

Motions for the Delegate Assembly

DEL-22-01

Bylaws revisions – Qualifications for Treasurer

Proposed by: Board of Directors

Vote Required: Two-thirds

Contact: David Relling

Motion:

To update the bylaws to change the qualifications for Treasurer to require the Treasurer to be a current or past member of a Member Board or a current or past administrator of a Member Board

Rationale:

The Treasurer needs to have experience with the financial issues facing Member Boards. Current or former members or staff of a Member Board would be eligible for the Treasurer position.

Reference Area of Focus:

Organizational and Financial Stability

Fiscal Impact:

The adoption of this motion has no fiscal impact.

Current 2021 Bylaws	Proposed Changes
Article V. Officers and Board of Directors	Article V. Officers and Board of Directors
Section 1. Officers	Section 1. Officers
A. Officers	
The Officers of FSBPT shall be the President, Vice President, Secretary, and Treasurer.	
B. Qualifications of Officers	B. Qualifications of Officers
1. The offices of President and Vice President will be a current or past member of a Member Board or current or past administrator of a Member Board.	1. The offices of President, and Vice President, <u>and Treasurer</u> will be a current or past member of a Member Board or current or past administrator of a Member Board.
2. The offices of Secretary and Treasurer will be a member of a Member Board, administrator of a Member Board, or an Associate Member.	2. The offices of Secretary and Treasurer will be a member of a Member Board, administrator of a Member Board, or an Associate Member.
3. No Officer will have a Conflict of Interest as defined in Section 1I of the Standing Rules.	

DEL-22-02

Bylaws revisions – FSBPT Membership

Proposed by: Board of Directors

Vote Required: Two-thirds

Contact: David Relling

Motion:

To update the bylaws to clarify that Member Boards must be current in their annual membership dues and must hold a current NPTE contract to be eligible to be a FSBPT member board. The amendment also clarifies that FSBPT membership may be terminated for non-payment of dues and/or failure to maintain a current NPTE contract.

Rationale:

This amendment clarifies that Member Boards must have a current NPTE contract and must be current in their annual dues to be a member of FSBPT. The amendment strengthens the importance of a Member Board maintaining a current NPTE contract to remain a member in good standing.

The proposed amendment also gives the Board of Directors discretion in allowing membership to continue for mitigating circumstances.

Reference Area of Focus:

Organizational and Financial Stability

Fiscal Impact:

The adoption of this motion has no fiscal impact.

Current 2021 Bylaws	Proposed Changes
Article III. Membership	Article III. Membership
Section 1. Classes and Qualifications	Section 1. Classes and Qualifications
All members will comply with the Bylaws of FSBPT, promote the purpose and key functions of FSBPT and pay the required dues; and in addition, members in the various classes shall meet the following qualifications.	
A. Member Board	A. Member Board
1. Is a United States jurisdictional body or other entity, composed of physical therapists and others, appointed or elected to such body, and authorized by statute or regulation to provide or assist in the administration or regulation of the practice of physical therapy.	
2. Uses the licensing examinations provided by FSBPT as contracted by the jurisdiction.	2. <u> Holds a current NPTE contract to use. Uses</u> the licensing examinations provided by FSBPT as contracted by the jurisdiction.
	3. <u>FSBPT Membership dues are current.</u>
B. Affiliate Member	
Is a physical therapy regulating body or association of physical therapy regulating bodies of another country.	
C. Associate Member	
Is a former member or administrator of a Member Board, a former member of the Board of Directors, a former committee or task force member or a member of the Academy of Advanced Item Writers.	
D. Honorary Member	
1. Is an individual who has contributed to FSBPT in significant ways.	
2. Was ratified by a two-thirds vote of FSBPT Delegates at an Annual Meeting prior to 2002.	
Section 2. Rights of Members	
A. To attend meetings of the Delegate Assembly:	
1. Member Board Delegates.	
2. Associate Members.	
3. Affiliate Members.	
4. Honorary Members.	
B. To speak and debate in meetings of the Delegate Assembly:	
1. Member Board Delegates.	
2. Associate Members.	
3. Affiliate Members.	
4. Honorary Members.	
5. Members of the Board of Directors.	
C. To make motions:	
1. Member Boards – through Delegate representation.	
2. Members of the Board of Directors.	
D. To make nominations:	

1. Nominating Committee.	
2. Member Boards – through Delegate representation.	
E. To vote:	
Member Boards – through Delegate representation.	
Section 3. Termination of Membership	Section 3. Termination of Membership
A. Voluntary	
Membership may be terminated at any time by action of the Member communicated to FSBPT in writing.	
B. Involuntary	B. Involuntary
1. Unless dues have been postponed at the discretion of the Board of Directors, membership will be terminated if dues are delinquent more than 90 days.	1. Membership may be terminated for non-payment of FSBPT dues if dues are delinquent for more than 90 days. The Board of Directors may continue membership at its discretion. Unless dues have been postponed at the discretion of the Board of Directors, membership will be terminated if dues are delinquent more than 90 days.
2. Membership will be terminated for Cause (as defined in Section 1.I of the Standing Rules) if ordered by a unanimous vote of the full membership of the Board of Directors. The decision is subject to appeal to the Delegate Assembly.	2. Membership may be terminated for failure to maintain a current NPTE contract with FSBPT. The Board of Directors may continue membership at its discretion.
3. If termination is ordered, the Secretary will notify the member by certified mail within ten days of such action.	3.2. Membership will be terminated for Cause (as defined in Section 1.I of the Standing Rules) if ordered by a unanimous vote of the full membership of the Board of Directors. The decision is subject to appeal to the Delegate Assembly.
	4.3. If termination is ordered, FSBPT staff the Secretary will notify the member of the termination date by certified mail within ten days of such action.
Section 4. Reinstatement	Section 4. Reinstatement
A. A Member, whose membership has been involuntarily terminated for non-payment of dues, will be eligible for reinstatement upon payment of current dues.	A. A Member, whose membership has been involuntarily terminated for non-payment of dues or lack of a current NPTE contract , will be eligible for reinstatement upon payment of current dues and/or an executed NPTE contract .
B. A Member, whose membership has been terminated for Cause, may reapply and be admitted to membership if the reason for termination has been corrected to the satisfaction of the Board of Directors.	B. A Member, whose membership has been terminated for Cause, may reapply and be admitted to membership if the reason for termination has been corrected to the satisfaction of the Board of Directors.

DEL-22-03

Bylaws and standing rules revisions – Qualifications for Resolutions Committee Members

Proposed by: Board of Directors

Vote Required: Two-thirds

Contact: David Relling

Motion:

To update the bylaws and standing rules to clarify that a member of the Resolutions Committee may not serve as a Member Board's Delegate or Alternate Delegate while serving as a member of the Committee.

Rationale:

The Resolutions Committee must remain neutral on proposed motions. Since the voting delegate/alternate delegate positions are inherently not neutral, a delegate/alternate delegate who is also on the Resolutions Committee is a potential conflict of interest.

Reference Area of Focus:

Organizational and Financial Stability

Fiscal Impact:

The adoption of this motion has no fiscal impact.

Current 2021 Bylaws	Proposed Changes
Article VII. Committees and Councils	Article VII. Committees and Councils
Section 1. Standing Committees	
A. Committees of FSBPT	
The Delegate Assembly may establish Standing Committees as deemed necessary to carry on the work of the Delegate Assembly.	
1. Nominating Committee	
The Nominating Committee will consist of three persons elected by the Delegates. The terms of the members will be three years with staggered terms so that one term expires each year. The senior member will be the chair.	
2. Resolutions Committee	2. Resolutions Committee
The Resolutions Committee will consist of at least three persons appointed by the Board of Directors. The terms of the members will be three years with staggered terms. A Parliamentarian will serve as an ex officio member of the committee. The chair will be the senior member of the committee.	The Resolutions Committee will consist of at least three persons appointed by the Board of Directors. <u>A member of the Resolutions Committee may not serve as a Member Board's Delegate or Alternate Delegate while serving as a member of the Committee.</u> The terms of the members will be three years with staggered terms. A Parliamentarian will serve as an ex officio member of the committee. The chair will be the senior member of the committee.
3. Specific functions of the standing committees are described in the Standing Rules.	
B. Committees of the Board of Directors	
In addition to the following committees, the Board of Directors may establish such other Standing Committees from time to time as the Board deems necessary to carry on the work of FSBPT. Specific functions of the standing committees are described in the Standing Rules.	
1. Examination Development Committee	
The committee will consist of at least five members, who will serve three-year terms.	
2. Finance Committee	
The Committee will consist of at least five members, who will serve three-year terms, in addition to the Treasurer. The Treasurer shall serve as chair.	
Section 2. Task Forces	
Task Forces may be established by the Board of Directors and the Delegate Assembly may recommend that the Board of Directors establish a task force. Membership will consist of a number sufficient to complete the assigned task and will be assigned for a specific time frame.	
Section 3. Councils	
Councils may be established by the Delegate Assembly, and will be defined in the Standing Rules, for the purpose of bringing together individuals with similar interests to provide a forum for sharing information and performing such other functions as described in the Standing Rules.	

Current 2021 Standing Rules	Proposed Changes
7. Committees of FSBPT	7. Committees of FSBPT
A. Authority	
The Bylaws provide for Standing Committees of FSBPT.	
B. Appointments	
The Board of Directors will appoint committee members unless otherwise designated in the Bylaws.	
C. Eligibility	
Committee members will be current members of a Member Board, current Administrative Staff of a Member Board, Associate Member, or an individual with expertise to facilitate the task of the committee.	
D. Term of Appointment	
Standing committee members will be appointed or elected to serve three-year terms. Members of special committees will be appointed for a specific timeframe.	
E. Vacancies	
In the event a committee member is unable to complete his or her term on a committee for any reason, the President may, with input from the committee chair, appoint a member to fill the unexpired balance of the term.	
F. Reports	
Committees will submit a written report to the Board of Directors after a committee meeting in a timely manner. Committees will submit an Annual Report.	
G. Nominating Committee	
i. Submits one or more candidates for each office or committee opening that is to be filled by election.	
ii. Submits to the Delegate Assembly one or more nominations for each office on the Board of Directors that becomes vacant as a result of a Delegate Assembly election.	
iii. Submits an Annual Report.	
iv. Nominations may also be made from the floor at the Annual Meeting of the Delegate Assembly.	
v. A committee member may be removed for Cause or Conflict of Interest by majority action of the Delegate Assembly or the Board of Directors.	
H. Resolutions Committee	H. Resolutions Committee
i. Receives and correlates motions and resolutions to the Delegate Assembly and identifies motions which fall outside the purpose of FSBPT.	
ii. Provides advice and counsel to Delegates regarding form, wording, and method of presentation of matters to the Delegate Assembly.	
iii. All motions to be considered by the Delegate Assembly shall be submitted to the Resolutions Committee in writing at least 90 days prior to the Delegate Assembly. Main motions	

<p>once perfected will be provided to the Delegates in the Annual Report 45 days prior to the Annual Education Meeting.</p>	
<p>iv. Any main motion, except procedural motions, presented to the Delegate Assembly for action shall be referred to the Resolutions Committee. Any main motion that has not been so submitted shall require a two-thirds vote without debate to be considered by the Delegate Assembly.</p>	
<p>v. A committee member may be removed for Cause or Conflict of Interest by a majority action of the Board of Directors.</p>	
	<p><u>vi. A committee member may not serve as a Member Board's Delegate or Alternate Delegate.</u></p>

DEL-22-04

Bylaws revisions – Editorial Changes to Standing Rules

Proposed by: Board of Directors

Vote Required: Two-thirds

Contact: David Relling

Motion:

To update the bylaws to allow the Secretary to make editorial changes to the Standing Rules. Currently, the Secretary is permitted to make editorial changes to the Bylaws but not the standing rules

Rationale:

Although technically a separate document, the Standing Rules in practice have been considered as an extension of the Bylaws. This amendment removes any question of whether the power that the Secretary currently has related to editing the Bylaws also extends to editing the Standing Rules.

According to FSBPT's parliamentarian, editing is limited to grammar, titles, section titles, alignment, spelling, and appearance.

Reference Area of Focus:

Organizational and Financial Stability

Fiscal Impact:

The adoption of this motion has no fiscal impact.

Current 2021 Bylaws	Proposed Changes
Article IX. Amendment of Bylaws	Article IX. Amendment of Bylaws
Section 1.	Section 1.
<p>These Bylaws may be amended at any meeting of the Delegate Assembly a quorum being present, or by an online vote of the Delegate Assembly, a quorum being represented by the number of valid ballots received by the deadline date. A two-thirds vote is required for adoption of the amendment, provided the amendment has been submitted to the members not less than 45 days prior to the meeting or 90 days prior to the deadline for the receipt of ballots for a vote.</p>	
Section 2.	
<p>In the absence of previous notice, these Bylaws may be amended at any meeting, a quorum being present, or by an online vote of the Delegate Assembly, a quorum being represented by the number of valid ballots received by the deadline date. A nine-tenths vote is required for adoption of the amendment.</p>	
Section 3.	Section 3.
<p>These Bylaws may be edited by the Secretary throughout the remainder of the Bylaws for consistency after amendments have been made. There will be no editorial change that affects the Bylaw intent.</p>	<p>These Bylaws <u>and Standing Rules</u> may be edited by the Secretary throughout the remainder of the Bylaws <u>and Standing Rules</u> for consistency after amendments have been made. There will be no editorial change that affects the Bylaw <u>or Standing Rule</u> intent.</p>

DEL-22-05

Bylaws revisions – Key Functions of FSBPT

Proposed by: Board of Directors

Vote Required: Two-thirds

Contact: David Relling

Motion:

To update the bylaws to clarify that one of FSBPT's key functions includes regulatory research.

Rationale:

The proposed amendment supports and allows FSBPT's regulatory research for consumer protection, which is wider in scope than the current wording.

Reference Area of Focus:

Organizational and Financial Stability

Fiscal Impact:

The adoption of this motion has no fiscal impact.

Current 2021 Bylaws	Proposed Changes
Article II. Purpose and Key Functions	Article II. Purpose and Key Functions
Section 1. Purpose	
The purpose of FSBPT is to protect the public by providing service and leadership to promote safe and competent physical therapy practice.	
Section 2. Key Functions	Section 2. Key Functions
A. Develop and maintain a valid reliable licensing exam.	
B. Collect and disseminate information relevant to physical therapy regulation.	
C. Identify and promote desirable and reasonable uniformity in physical therapy regulatory standards and practices.	
D. Promote desirable and reasonable uniformity in determining foreign education equivalency.	
E. Provide educational programs on licensure and regulation in the practice of physical therapy.	
F. Promote consumer protection through research and development of examination methodology.	F. Promote consumer protection through research, <u>including, but not limited to, regulatory research</u> and development of examination methodology.

DEL-22-06

Bylaws and standing rules revisions – Holding the Delegate Assembly

Proposed by: Board of Directors

Vote Required: Two-thirds

Contact: David Relling

Motion:

To update the bylaws and standing rules to require motions be thoroughly vetted with advance notice to the Membership and to only hold the Delegate Assembly if there is required business.

Rationale:

In recent years, the only business addressed by the Delegate Assembly was approval of the Areas of Focus and elections. Due to a 2021 amendment to the Bylaws, elections will occur online and not during the Delegate Assembly and the Areas of Focus no longer require annual approval.

Under FSBPT's current governance model, the Leadership Issues Forum (LIF) is the venue for Delegates and other stakeholders to discuss, deliberate, and vet issues that might lead to a Delegate Assembly motion. Since many Member Boards only meet quarterly or less, there is still an opportunity for discussion at the Member Board level prior to a vote at the Delegate Assembly.

This change means that there would not be a motion from the floor that has not been deliberated, both by the actual Delegates and by the individual Member Boards. This helps ensure that the jurisdiction's voting Delegate has received input on motions from their fellow Member Board members prior to casting a vote at the Delegate Assembly.

If an unexpected issue arises that would warrant a meeting of the Delegate Assembly, it could easily be scheduled and occur virtually, in accordance with the current bylaws, after allowing for sufficient time to deliberate and vet the unexpected issue that warranted a meeting of the Assembly.

Reference Area of Focus:

Organizational and Financial Stability

Fiscal Impact:

The adoption of this motion has no fiscal impact.

Current 2021 Bylaws	Proposed Changes
Article VI. Business of the Delegates	Article VI. Business of the Delegates
Section 1. Conduct of Business	Section 1. Conduct of Business
FSBPT holds two meetings for the Delegates. A) The Leadership Issues Forum is the venue in which potential motions are discussed among the membership prior to appearing before the Delegate Assembly. B) At the Delegate Assembly, the Delegates formally review, discuss, and vote on motions as explained in Section 1B of this Article.	
A. Elections	A. Elections
Delegates will vote on elections online and the results will be announced at the Annual Education Meeting, at the Delegate Assembly, or as described in Section 5 of this Article.	
	<u>B. Motions</u>
	<u>1. Motions will be voted on during the Delegate Assembly.</u>
	<u>2. Only motions discussed by the membership at the Leadership Issues Forum, submitted to the Resolutions Committee at least 90 days prior to the Annual Education Meeting, and then vetted by the Resolutions Committee per the Standing Rules, will be heard by the Delegate Assembly.</u>
	<u>3. The Delegate Assembly will only be held if there is a motion submitted in accordance with Section 1.B.2 of this Article.</u>
B. Delegate Assembly	<u>CB. Delegate Assembly</u>
1. The Delegate Assembly will occur annually.	1. The Delegate Assembly will occur <u>when conduct of business is required pursuant to Section 1.B.3 of this Article annually.</u>
2. The Delegate Assembly comprises Member Board Delegates and the Board of Directors.	
3. Member Boards and Council Administrators shall be notified of the meeting not less than 45 days prior to the meeting.	
C. Leadership Issues Forum	<u>DC. Leadership Issues Forum</u>
1. The purpose of the Leadership Issues Forum is to provide leadership in regulation, specifically by improving the way physical therapy regulators protect the public.	
2. The Leadership Issues Forum is the meeting where Member Board Delegates, Board Administrators, committee representatives, and other invited stakeholders provide input to FSBPT Board of Directors on initiatives and issues for decision making. The Leadership Issues Forum is the meeting where information and data on important issues impacting the regulation of physical therapy are shared and potential motions are discussed before appearing before the Delegate Assembly.	
D. Special Meetings	<u>ED. Special Meetings</u>

<p>A majority of the Member Boards; the President, with approval of the Board of Directors; or three quarters of the membership of the Board of Directors without the approval of the President; may call special meetings of the Delegate Assembly. Member Boards and Council(s) will be notified of a special meeting not less than 14 days prior to the meeting.</p>	
<p>E. Conduct of Business Online</p>	<p>FE. Conduct of Business Online</p>
<p>When the Board of Directors or a majority of the Member Boards determine it is necessary to conduct an online vote of the Delegate Assembly, the vote will be conducted as directed in the Standing Rules. Each voting delegate will receive information to make informed decisions.</p>	
<p>Section 2. Voting Body</p>	
<p>The voting body will consist of the Delegates selected by the Member Boards. Each Member Board is entitled to one Delegate. Each Delegate will have the right to attend, speak, make motions, nominate, and vote. No FSBPT Officer or Director may serve as a Delegate.</p>	
<p>Section 3. Delegates</p>	<p>Section 3. Delegates</p>
<p>A. Delegate means the member of, or administrator to, a Member Board selected by the Member Board to be its representative to the Annual Education Meeting, Leadership Issues Forum, and Delegate Assembly. In addition, the Member Board may select as Delegate an individual employed by the jurisdiction in the regulation of physical therapy.</p>	
<p>B. Alternate Delegate(s) means the member of, or administrator to, a Member Board selected by the Member Board to be its representative to the Annual Education Meeting, Leadership Issues Forum, and Delegate Assembly in the event that the Member Board's Delegate cannot or does not attend the meeting. In addition, the Member Board may select as an Alternate Delegate an individual employed by the jurisdiction in the regulation of physical therapy.</p>	
<p>C. Delegates and Alternate Delegates will serve a term of one year which commences when the Member Board submits the delegate names for the current year and continues until delegate names are submitted for the following year. Names of the Delegate and Alternate Delegate(s) will be submitted to FSBPT offices as specified in the Standing Rules.</p>	
<p>Section 4. Quorum</p>	
<p>The quorum for conducting the business of the Delegates will be Delegates from a majority of the Member Boards of FSBPT.</p>	
<p>Section 5. Cancellation of Annual Education Meeting, Leadership Issues Forum, and/or Delegate Assembly in Event of Emergency</p>	
<p>In the event of an emergency, the Board of Directors, by a two-thirds vote, may cancel an Annual Education Meeting, Leadership Issues Forum, and/or Delegate Assembly. All Member Boards will be notified of the cancellation, and the Board of Directors will provide for online voting as prescribed in the Standing Rules. In this case, individuals elected to office</p>	

will assume their duties as soon as election results are tabulated and announced.	
Current 2021 Standing Rules	Proposed Changes
4. Delegate Assembly	4. Delegate Assembly
A. This section provides procedures for holding meetings of the Delegate Assembly.	A. This section provides procedures for holding meetings of the Delegate Assembly. <u>These meetings will only be held when a motion has been submitted within the required timeframe.</u>
B. Executive Session	
An executive session is a session of the Delegate Assembly conducted in private. An executive session may be convened for the purpose of discussing matters, receiving counsel or voting on issues related to personnel, litigation, examination and contracts. Consultants, staff, resource individuals or guests necessary to address the issues may be allowed to attend at the discretion of the President or by a majority vote of the voting body.	
C. Seating	
i. All voting Delegates and Alternate Delegates shall be seated together in a separate designated area.	
ii. Members of Member Boards who are not a part of the Delegate Assembly and Member Board Administrative Staff may be seated in the area of the assembly designed for Member Boards.	
iii. Others, including but not limited to Affiliate Members, Associate Members, Honorary Members, FSBPT staff, invited guests, and visitors, shall be seated in a designated area.	
D. Rights and Privileges of Persons Not a Part of the Delegate Assembly	
Alternate Delegates, members of Member Boards who are not a part of the Delegate Assembly, Affiliate Members, Associate Members, Honorary Members, Member Board Administrative Staff, FSBPT Staff, and invited guests may attend the meetings of the Delegate Assembly with the privilege to speak after Delegates have spoken and with permission of the Delegate Assembly, but may not make motions, make nominations, or vote.	
E. Conduct of Business Online	E. Conduct of Business Online
i. When the Board of Directors determines it is necessary to conduct an online vote of the Delegates, each Voting Delegate will receive sufficient information to make informed decisions.	
ii. The ballot information will be mailed to each Delegate by certified or registered first-class mail to the Member Board office unless being done electronically. The ballot will clearly state the question(s) to be decided and the date by which the ballot must be received by FSBPT. A majority of ballots must be received by FSBPT by the deadline to constitute a valid vote. In the event that a Delegate no longer holds that	

position for any reason, an Alternate Delegate will assume the duties of the Delegate. If the Alternate Delegate(s) no longer holds that position for any reason, a new Delegate may be selected by the Member Board and their name will be submitted to FSBPT offices in a manner not inconsistent with these bylaws and standing rules.	
F. Duties of the Delegates	F. Duties of the Delegates
i. Delegates will represent their jurisdiction in all meetings of the Delegate Assembly, Leadership Issues Forum, and, if needed, online.	
ii. Delegates will attend any Delegate Assembly. One Delegate from each Member Board is expected to attend the Leadership Issues Forum.	
iii. Delegates will disseminate information from FSBPT to their Member Board.	
iv. Delegates will respond to requests for information and ensure that their Member Board meets deadlines as established by FSBPT.	
6. Elections	6. Elections
A. Election Procedures	
Voting will be scheduled so there is time to open the polls for another ballot if needed.	
B. Election Results	
Results will be announced at the Annual Meeting or Delegate Assembly following the completion of the voting. When reporting election results to the Membership, the number of votes received by each candidate will not be announced. They will be provided to the Board of Directors, candidates or individual Voting Delegates upon request. Results and original ballots will be maintained in FSBPT office for one year after the election concludes.	
	C. Addition to Slate of Candidates
	<u>On petition of ten Delegates, a qualified consenting individual shall be slated for a position on the Board of Directors or the Nominating Committee. Such petition must be received by the Nominating Committee no later than forty-five (45) days after the slate of candidates prepared by the Nominating Committee has been published and distributed to members. A candidate slated by petition shall be identified as such on the ballot.</u>
7. Committees of FSBPT	7. Committees of FSBPT
A. Authority	
The Bylaws provide for Standing Committees of FSBPT.	
B. Appointments	
The Board of Directors will appoint committee members unless otherwise designated in the Bylaws.	

C. Eligibility	
Committee members will be current members of a Member Board, current Administrative Staff of a Member Board, Associate Member, or an individual with expertise to facilitate the task of the committee.	
D. Term of Appointment	
Standing committee members will be appointed or elected to serve three-year terms. Members of special committees will be appointed for a specific timeframe.	
E. Vacancies	
In the event a committee member is unable to complete his or her term on a committee for any reason, the President may, with input from the committee chair, appoint a member to fill the unexpired balance of the term.	
F. Reports	
Committees will submit a written report to the Board of Directors after a committee meeting in a timely manner. Committees will submit an Annual Report.	
G. Nominating Committee	
i. Submits one or more candidates for each office or committee opening that is to be filled by election.	
ii. Submits to the Delegate Assembly one or more nominations for each office on the Board of Directors that becomes vacant as a result of a Delegate Assembly election.	
iii. Submits an Annual Report.	
iv. Nominations may also be made from the floor at the Annual Meeting of the Delegate Assembly.	iv. Nominations <u>by petition</u> may also be <u>made in accordance with Standing Rule 6 from the floor at the Annual Meeting of the Delegate Assembly. The Nominating Committee shall ensure that the individual meets the qualifications for the position and consents to run before placing the individual's name on the ballot.</u>
v. A committee member may be removed for Cause or Conflict of Interest by majority action of the Delegate Assembly or the Board of Directors.	
H. Resolutions Committee	H. Resolutions Committee
i. Receives and correlates motions and resolutions to the Delegate Assembly and identifies motions which fall outside the purpose of FSBPT.	
ii. Provides advice and counsel to Delegates regarding form, wording, and method of presentation of matters to the Delegate Assembly.	
iii. All motions to be considered by the Delegate Assembly shall be submitted to the Resolutions Committee in writing at least 90 days prior to the Delegate Assembly. Main motions once perfected will be provided to the Delegates in the Annual Report 45 days prior to the Annual Education Meeting.	iii. All motions to be considered by the Delegate Assembly shall be submitted to the Resolutions Committee in writing at least 90 days prior to the <u>Annual Education Meeting Delegate Assembly</u> . Main motions once perfected will be provided to the Delegates in the Annual Report 45 days prior to the Annual Education Meeting.
iv. Any main motion, except procedural motions, presented to the Delegate Assembly for action shall be referred to the Resolutions Committee. Any main motion that has not been	iv. Any main motion, except procedural motions, presented to the Delegate Assembly for action shall be referred to the Resolutions Committee. <u>Any main motion that has not been so submitted shall require a two-thirds</u>

so submitted shall require a two-thirds vote without debate to be considered by the Delegate Assembly.	vote without debate to be considered by the Delegate Assembly.
v. A committee member may be removed for Cause or Conflict of Interest by a majority action of the Board of Directors.	

**Roll Call
as of September 12, 2022**

	Delegate	In Attendance		Delegate	In Attendance
Alabama	T-Michael Dougherty		Nebraska	Kirk Peck	
Alaska	Rebecca Dean		Nevada	Jennifer Nash	
Arizona	Joshua Greer		New Hampshire	Nicole Lavoie	
Arkansas	Robert Tillman		New Jersey	Richard Stoneking	
California	Johnathon Ervin		New Mexico	Bettina Brown	
Colorado	Heather Dorward		New York	Andrew Opett	
Connecticut	Michael Parisi		North Carolina	Jamie Miner	
Delaware	Joshua Weber		North Dakota	Cassie Christensen	
District of Columbia	Nick Caylor		Ohio	Mario Baker	
Florida	Andrew Koenig		Oklahoma	Deborah Mason	
Georgia	Anne Thompson		Oregon	Phil Haworth	
Hawaii	Cynthia Tamayo		Pennsylvania	Geraldine Grzybek	
Idaho	Craig Esplin		Puerto Rico	Flora Munoz	
Illinois	Tom Dibadj		Rhode Island	Michael Noonan	
Indiana	Elizabeth Bailey		South Carolina	Anna Dilts	
Iowa	Holly Little		South Dakota	Margaret Hansen	
Kansas	Susan Gile		Tennessee	David Harris	
Kentucky	Karen Thompson		Texas	Liesl Olson	
Louisiana	Judith Halverson		Utah	Jacqueline Waring	
Maine			Vermont	Paula Smith	
Maryland	Enjeen Woolford		Virgin Islands	Bonnie O'Rourke-Barr	
Massachusetts	Catherine Lane		Virginia	Mira Mariano	
Michigan	Craig Miller		Washington	Kathryn Dale	
Minnesota	Samantha Mohn-Johnsen		West Virginia	John Brautigam	
Mississippi	Cooper Lewis		Wisconsin	Shari Berry	
Missouri	Tamara Burlis		Wyoming	Cole Seppie	
Montana	Bridget Mennie				

President's Report

I am confident that as you read the actions and accomplishments of FSBPT this past year you will take pride in all of the work that our volunteers and staff have done to promote public protection in spite of the challenges everyone faced with the continuing COVID-19 pandemic. In each area of focus, there are multiple accomplishments that contribute to what has been a very productive year. None of this is possible without the many hours of volunteer service that you all provide. The Board of Directors is most grateful for your many contributions.

The report that follows highlights accomplishments by Areas of Focus since the 2021 Delegate Assembly. Please take the opportunity to look for further detail in each area in the respective committee report.

Areas of Focus

1. Examinations: Ensure the ongoing excellence, reliability, defensibility, security and validity of the NPTE and related examinations

NPTE® Development

The National Physical Therapy Examinations (NPTE) for Physical Therapists (PTs) and Physical Therapist Assistants (PTAs) are one of the primary tools to ensure competence in the initial licensure stage, along with rigorous educational credentials, relevant supervised clinical work, and other requirements specific to the needs of each of our members.

In 2022, through efforts from staff and the Examination Development Committees (EDCs) and volunteer item writers, we continued to develop reliable examination forms that are current and relevant to work as a PT or PTA. Over the past several years, FSBPT has taken many steps to ensure the security, and therefore the validity, of the NPTE. We are pleased to report that we did not have any major exam security incidents involving the NPTE to date in 2022.

Below are some of the highlights of the NPTE program:

- We continue to make progress in introducing items with videos and scenarios on the NPTE.
 - In March and April, we conducted a pilot study of a potential new design for the NPTE, taking into account the possibility that scenario-based items take more time than stand-alone items. The pilot study was a success, and our Technical Advisory Panel (TAP) agreed that the design was appropriate given our desire to maintain the same overall administration timing for the NPTE.
 - In October, we administered our first NPTE forms with video items.
 - We anticipate that we will introduce scenario items in January of 2024.
- We continued to collect practice analysis information to support the EDC in their task of keeping the NPTE current and relevant. Our yearly data collections are yielding more reliable trend data and opportunities to delve further into questions about what specialties and practice settings are driving those trends.
 - In June, we convened the PT and PTA Practice Analysis Task Forces. These task forces reviewed five years of practice analysis data and adjusted the NPTE Content Outlines to better reflect current practice among entry-level PTs and PTAs. The content outlines specify topics eligible to be tested at each level of the NPTE, as well as the approximate numbers of items devoted to each broad content area. These new content outlines will be introduced in January 2024.
- In October, we transitioned the NPTE to Prometric's ProDriver exam delivery platform, which is more stable and has a more up-to-date user interface than the previous exam delivery platform. Feedback has been overwhelmingly positive.
- No scored NPTE items were successfully challenged to date in 2021. That means that we did not have any "bad" items (not current or potentially misleading) make it through our extensive review process.

- We transitioned volunteer meetings from virtual formats to hybrid formats as the risks associated with in-person meetings lessened. Although new item development slowed through the pandemic and continues to recover, the NPTE item bank is very healthy, and FSBPT expects to be able to continue building new forms at a sustained rate through 2023.
- We continued to build the NPTE item bank. Our item development efforts have resulted in a safety net of exam forms and items if we experience an exam security breach. Each year, our volunteers write approximately 3,000 to 6,000 new test questions. However, in 2022, we expect item development to be slightly lower than a typical year (between 2,500 and 3,000 items developed) given the ongoing challenges of the pandemic, emphasis on video and scenario items, and shifting gears as we move to new content outlines.
- Given the disruption of the NPTE fixed date tests in April 2020, we did not submit for accreditation from the Buros Center for Testing in 2020. We submitted the 2020 package in late 2021 and received a favorable evaluation in early 2022. We submitted the 2022 package on time in August and expect to receive accreditation of the NPTE program before the end of the year.
- We partnered with Fors Marsh Group to conduct an evaluation of the processes we use to assess the fairness of NPTE items and to develop more engaging training materials. To date, the project team completed a survey of volunteers and reviewed the relevant professional guidance to determine any areas for improvement. The results of both steps were favorable and resulted in some specific suggestions we hope to incorporate in future volunteer training and reference materials, such as a checklist of fairness themes in NPTE items and examples of items that could potentially be unfair to some candidates depending on their background.
- We are committed to investing in our volunteers, the lifeblood of the NPTE testing program. We continue updating the software that supports the Item Entry and Review (IER) system, making it more stable and user-friendly for our item writers. Additionally, we continue to promote involvement among leaders in our volunteer program during the Leadership Issues Forum and Annual Education Meeting.

Exam Services

- Exam Services operates the call center for FSBPT. Exam services answers all calls regarding the NPTE and related services, including the Jurisprudence Assessment Modules, PEAT, and school services. The call center is contracted to provide call center services for the Foreign Credentialing Commission on Physical Therapy (FCCPT) and the Physical Therapy Compact. In 2021, the call center helped approximately 32,480 callers.
- There are currently twenty-seven states that implemented the Alternate Approval Pathway (AAP). With AAP, FSBPT makes candidates eligible to sit for the NPTE and sends the scores to the jurisdiction for licensing determination. In addition, FSBPT reviews and approves testing accommodation requests. A list of the current AAP states can be found [here](#).
- In February 2022, the FL LAW exam transitioned to Prometric's new testing platform, ProDriver. With ProDriver, candidates will experience an updated look and feel, more intuitive navigation, and a better overall user experience. The remaining law exams and the NPTE will transition to ProDriver by October 2022.
- In 2022, FSBPT began piloting two-day testing windows for all NPTE exam administrations rather than returning to single-day events. Our goal is to provide candidates with flexibility in scheduling while maintaining the security of the exam.
- 89,172 exams were administered in 2021:
 - NPTE PT – 15,710
 - NPTE PTA – 8,743
 - LAW – 8,756
 - JAM – 31,772
 - PEAT – 24,191

2. Membership: Enhance the Federation's value to its membership by developing and maintaining programs and services responsive to membership needs

Regulatory Workshop for Members and Board Staff

It is important for regulatory board members to understand their role in public protection. As many, if not most, board members are practitioners or licensees in the professions they are asked to regulate, it is important for such public servants to distinguish between the role of the professional association, such as the American Physical Therapy Association (APTA), and the state boards.

Equally important is the role of administrators on the state boards, who do the day-to-day work of the board. Learning more about how their work supports the bigger picture of regulation for the protection of the public may be a welcome refresher.

In 2022, FSBPT transitioned the Regulatory Workshop from an in-person training to a virtual workshop. In 2022, two workshops were held, one in February and another in August. The February workshop had thirty-four attendees and the August workshop had twenty-two.

Examination, Licensure, and Disciplinary Database (ELDD)

The ELDD continues to demonstrate its tremendous value as a public protection tool that can only exist as a result of outstanding collaboration among the Member Jurisdictions through FSBPT. The ELDD has enabled FSBPT to send 634 disciplinary actions in 2021 and 887 in 2022 (through June 30) to another member board when a jurisdiction disciplined a licensee who held a license in, or had a score transfer to, another jurisdiction. The ELDD now has an archive of more than 11,700 disciplinary actions against just over 8,000 individuals. This data will allow research into trends in support of our shared public protection mission.

As of the end of June, FSBPT imports licensure files from one jurisdiction on a daily basis, from thirty-six jurisdictions on a weekly basis, and an additional six jurisdictions on a monthly basis. Of these imports, thirty-six are proactively submitted by the jurisdiction, and FSBPT obtains the other seven from a public download. In addition, twenty jurisdictions are currently saving and sharing the FSBPT ID in their licensure files. Two additional jurisdictions have started the process to save and share the FSBPT ID.

The investment FSBPT made in the Physical Therapy Compact is paying off as we see states who join the compact begin to frequently share licensure and disciplinary data with the ELDD. The license and discipline information has enabled the ELDD to support the PT Compact Commission's effort to issue Physical Therapy Compact Privileges immediately when requested by the licensee since their eligibility is determined in advance.

We have come a long way in collaboratively building the ELDD, and we continue to look for partners within our membership to help keep the database up-to-date. If your jurisdiction has questions about your current ELDD participation, please reach out to our team at eldd@fsbpt.org.

3. States' Rights, States' Responsibilities and Professional Standards: Identify and promote effective regulation in physical therapy that ensures the delivery of safe and competent physical therapy care, while respecting states' rights and responsibilities

Continuing Competence

In 2022, the Continuing Competence Committee continued its work developing a self-assessment resource for use with the Guidelines for Continuing Professional Development. The Guidelines are available on [FSBPT's website](#). The next step is to pilot the self-assessment resource to gather feedback.

For the jurisprudence tools developed by FSBPT, we review and update the items, when needed, based on updates to the laws and rules governing the practice of physical therapy within that jurisdiction. In addition, the Kansas JAM was developed in 2022 and moved to production in the fall of 2022. The Kansas JAM is the eighth JAM developed by FSBPT, in addition to the five Prometric-administered LAW exams developed by FSBPT.

Physical Therapy Compact

The Physical Therapy Compact is an agreement between member states to improve access to physical therapy services for the public by increasing the mobility of eligible physical therapy providers to work in multiple states.

Although the Physical Therapy Compact Commission (PTCC) is an independent entity, FSBPT is providing technical and infrastructure support to the PT Compact. This support includes assistance in working with states interested in joining the PT Compact, use of the Exam, Licensure, and Disciplinary Database, and a contract with FSBPT to provide staff for the PTCC. As of mid-2022, thirty-four states were members of the PT Compact. Of that total, twenty-five states have implemented all requirements and are actively issuing and accepting compact privileges.

The following table lists the privileges purchased and renewed, by year, since the purchase of the first compact privilege on July 9, 2018.

Purchase	2018	2019	2020	2021	2022*
Initial	64	937	2,139	2,993	2,472
Renewal	0	78	316	580	627
TOTAL	64	1,015	2,455	3,573	3,099

*2022 data is as of July 31

The PT Compact is currently on track to sell just over 5,400 compact privileges in 2022, an increase of about 1,700 the number sold in 2021.

Additional information about the PT Compact is available at <http://ptcompact.org>.

Professional Standards

The following updates have occurred over the last year:

- In collaboration with the Healthcare Regulatory Research Institute (HRRI) and the Human Resources Research Organization (HumRRO) the Re-entry Demographics Task Force evaluated demographic data from the NPTE Practice Analysis question regarding an extended break from practice/work. Additionally, at the end of 2021, the Re-Entry Task Force published *Reentering Physical Therapy Providers: Structured Learning Options*. This report focuses on what is necessary for the reentering physical therapist or physical therapist assistant to relearn to competently return to practice/work and suggestions of structured learning activities as to means to review/relearn the critical work activity.
- FSBPT identified and secured an expert in health workforce policy and research to lead the multi-disciplinary healthcare workforce task force created by the Health Care Regulation CEO Group and staffed by their delegates (including FSBPT). The task force's charge is to advance cross-profession health workforce data beginning with developing consensus around the data to be included.
- Current physical therapy workforce reports for jurisdictions are now available on the FSBPT website.
- The Close Relations Task Force created the resource *Treatment of Self, Family, and other Close Relations* for membership. The FSBPT recommendation is that no physical therapist or physical therapist assistant should treat themselves, family members, friends, colleagues, or other close relations except in extraordinary circumstances.
- Building on the work of the Impaired Practitioner Task Force, the Ethics and Legislation Committee researched and created an easy-to-use checklist of key recommendations for best practice and suggested action items, along with a collection of useful sources for model language, programs, and outreach, as well as educational materials and self-assessments.
- Two customizable mandatory reporting templates are now available on the FSBPT website to serve as "samples" for jurisdictions to review and modify as applicable to their own state laws and regulations.
- The Ethics & Legislation Committee engaged stakeholders in a call for input on updates to the Model Practice Act. The Committee members are currently completing a full review, revision, and update of the MPA for the 7th edition.

- The Sexual Misconduct and Boundary Committee was created from the Boundary Violations Task Force. This Committee promotes awareness of sexual misconduct and boundary violations issues to FSBPT membership and creates educational resources regarding sexual misconduct and boundary violations.

4. Education: Provide and promote educational programs and products for board members, administrators, the public and other stakeholders

Webinars

FSBPT holds webinars for board members, administrators, and educators regularly as a means to provide information and discuss important topics throughout the year. In addition to the sessions included as part of the 2022 Webinar Series, FSBPT also held Regulatory Hours every other month at which Dale Atkinson led a focused discussion on a variety of regulatory topics. Recordings of many of the webinars can be viewed [here](#). The six webinars held in 2022 as of August 5 include:

- Regulatory Hour – January Judgement (presented on 1/19/2022)
- Regulatory Hour – March Madness Motions (presented on 3/9/2022)
- Clearing the Path; Jennifer Wissinger and Kristina Lounsberry (presented on 3/30/2022)
- Regulatory Hour – May Mandamus (presented on 5/11/2022)
- The Role of the Regulatory Board in Diversifying the Physical Therapy Workforce; Adrienne Price, Michelle Sigmund-Gaines, and Christina Howard (presented on 6/28/2022)
- Regulatory Hour – July Jurisdiction (presented on 7/13/2022)

News Briefs (Monthly)

The *FSBPT News Briefs* are emailed to members, educators, and other interested stakeholders. Each issue includes timely, FSBPT-specific updates as well as regulatory news articles and press releases. Subscription is open to all.

Faculty Newsletter (Quarterly)

The *Faculty Newsletter* serves as one way for FSBPT to communicate with faculty in physical therapist and physical therapist assistant programs on a regular basis. The publication provides current information and updates on the National Physical Therapy Examination (NPTE) as well as information on other regulatory issues that may affect or be of interest to program faculty. Subscription is open to all.

FSBPT Forum (Throughout the Year)

The *FSBPT Forum* provides insight into the issues, needs, and interests of our members and stakeholders. Articles reflect our commitment to our mission by increasing awareness and knowledge of regulatory health care issues and solutions. We [post articles online](#) throughout the year. As of August 5, 2022, we have posted the following articles:

- [Professional Issues with a PT Practitioner Who May Have a Substance Use Disorder](#)
- [Exploring the Challenges of Regulating a “Hands on” Profession in a “Hands off” Era](#)
- [Physical Therapy Reaches Across Borders with the PT Compact](#)

NPTE Workshop for Educators

In 2021, there was extremely high demand for the virtual NPTE Workshop for Educators. In response to this demand, we held another virtual workshop in late January 2022. We held our first in-person workshop in early October. Demand for this workshop continues, so we expect to hold two more workshops in 2023, including one co-located with the 2023 CSM and a second workshop later in the year, which will either be in Alexandria or virtual, depending on input from potential attendees.

Annual Education Meetings

As a result of the pandemic, the in person Annual Education Meeting and Delegate Assembly were held virtually in 2020 and 2021.

Based on a Bylaws amendment adopted by the Delegate Assembly in 2021, the Delegate Assembly will now be held virtually, occurring this year on Monday, October 24, 2022.

The 2022 Annual Education Meeting, “Riding the Waves of Regulation,” will be in Orange County, California, October 27-29, 2022. Elections for candidates for office will take place over a 12-hour window during this meeting with the election results being announced at the annual Awards Luncheon. The 2023 meeting, “Bringing Regulation into the Sunshine,” will be held in Jacksonville, Florida, October 19-21, 2023.

Social Media

FSBPT has three social media accounts: [Twitter](#), [Facebook](#), and [LinkedIn](#). We leverage these accounts to share important information with members, educators, candidates, and the public.

5. Leadership: Broaden the Federation’s leadership role and recognition within the regulatory, professional and related communities

Leadership Issues Forum (LIF)

The 2022 Leadership Issues Forum was held in Alexandria, VA, on July 23-24, 2022. The first in person LIF since 2019 was also FSBPT’s first true hybrid membership event, with seventeen attendees taking part virtually. Participants included the FSBPT Board of Directors, committee chairs, delegates/member board representatives, member board administrators, and stakeholders from the APTA, American Council of Academic Physical Therapy (ACAPT), CAPTE, Foreign Credentialing Commission on Physical Therapy (FCCPT), and the Physical Therapy Compact.

The purpose of LIF is to provide leadership in regulation—more specifically, to improve the way we protect the public. LIF has the following objectives:

- Providing input to the FSBPT Board of Directors on initiatives and issues for decision making
- Discussing issues and getting input from FSBPT leadership
- Sharing information and data on important issues that impact the regulation of physical therapy
- Providing information that participants can take back to their boards

This year’s forum covered general updates and a variety of topics including, but not limited to, diversity, equity, inclusion, and belonging; virtual physical therapy platforms; NPTE updates and pre-universal scores; multi-jurisdictional jurisprudence tool; a review of potential amendments to the FSBPT Bylaws and Standing Rules; sexual misconduct and boundary violations; and discussion on the Exam, Licensure, and Disciplinary Database. The full LIF report is available to all delegates on the FSBPT Member portal.

Regulatory Workshop for Members and Board Staff

In 2022, FSBPT transitioned the Regulatory Workshop for Members and Board Staff from an in-person training to a virtual workshop. In 2022, two workshops were held, one in February and another in August. The February workshop had thirty-four attendees and the August workshop had twenty-two attendees.

Stakeholder Collaborations

FSBPT collaborated with a variety of organizations in the past year. These entities included organizations associated with both the physical therapy community as well as regulatory organizations from other health care professions. Collaborations included:

- Joint APTA/FSBPT board meeting
- Served as Ex officio member of the PT Compact Commission
- Served as Ex officio member of the Education Leadership Partnership (ELP)
- Presented to the CAPTE Commission Open Business Meetings
- Presented to the PTA Educators Special Interest Group
- Participated in the National Academy of Medicine/FSMB Summit on opioid abuse

- Collaborated with the following regulatory organizations on topics of workforce and creating definitions and guidance for NPDB disciplinary action codes: Medicine, Nursing, Pharmacy, Social Work, Psychology, and Occupational Therapy
- Participated in the inaugural stakeholder meeting with digital health leaders hosted by APTA

Healthcare Regulatory Research Institute

FSBPT created a not-for-profit regulatory research organization called Healthcare Regulatory Research Institute (HRRRI). The purpose of HRRRI is to create a forum for the exchange of information and ideas, and for the pursuit of research and education of the public, to enhance health care regulation in support of public protection. Current HRRRI research activities include the following initiatives:

- Determining the demographics of clinicians to re-enter the profession (HumRRO)
- Developing a Healthy Practice Self-Assessment resource (Gwen Fisher, Alyssa Gibbons)
- Facilitating multidisciplinary workforce data collection (Hannah Maxey, Courtney Medlock)

In addition, HRRRI conducted a strategic planning session with McKinley Advisors in January 2022 culminating in a strategic plan, mission, and vision statement.

6. Organizational and Financial Stability: Ensure the long-term organizational and financial stability and viability of the Federation

Financials

Please refer to the Treasurer's Report for the details on the operations for 2021. It is worth reiterating from that report that we continue to be in a financially good position and have maintained our reserves.

Updating Policies and Budgets

The Board of Directors continues to review, update, and approve the Policies, Salary Administration Manual, NPTE Policies, operating budget, capital budget, and reserve funding each year in December.

I am sure that you will agree that this has been a productive year as we started to return to some semblance of normal following the continued impact of COVID-19 and that each of the major initiatives has come to fruition through the collaborative effort of the membership and the staff. I encourage you to read about each of the topics in relevant committee reports. I look forward to seeing you in person in October in Orange County, California, when we once again hold our Annual Education Meeting in-person. The Board looks forward to being with you at the meeting. Please take the opportunity to seek out Board Members to ask us questions and to share your thoughts. We are here for you!

Nancy R. Kirsch
President

Financial Information and Reports

These financial reports include the Treasurer's Annual Report, the Finance Committee Report, the Investment Committee Report, the 2021 Independent Auditor's Report, and the 2021 Financials.

Treasurer's Annual Report

FSBPT operations for the twelve months that ended December 31, 2021, produced a net income of \$1,349,944. This includes investment income of \$5,247,360, which, along with savings of in-person meeting costs, allowed FSBPT to provide funding for regulatory research (\$6,000,000). In addition, FSBPT waived a portion of the payable owed from one of the FSBPT subsidiaries (King-West) to FSBPT (\$2,764,550). The waiver of the payable was an accounting transaction rather than a cash transaction. Thus, net income for FSBPT, inclusive of the above expenditures, produced a net income of \$1,349,944.

In May 2014, the FASB issued Accounting Standards Update (ASU) 2014-09, Revenue from Contracts with Customers, requiring an entity to recognize the amount of revenue to which it expects to be entitled for the transfer of promised goods or services to customers when control of the promised goods or services is transferred to the customer. This standard was adopted by FSBPT effective January 1, 2019. As a result, revenue recognition was changed for the recognition of exam fees. Previously, examination fees were recognized at the time the approval was provided to the candidate to take the exam. Under the new standard, FSBPT recognizes the examination fee revenue in the period the candidate takes the exam. This created a timing difference at year-end because of the timing of the exam cycle, which begins in January. To effectuate this change, revenue was adjusted to reflect the deferment of the October–December Exam Revenue from 2020 to 2021 and again 2021 to 2022. Our financial statements reflect these timing differences as *GAAP Revenue Recognition adjustments*.

Some of the most notable variances from budget are included below:

- Exam fee revenue (without taking the GAAP adjustment into account) was favorable to budget by \$1,650,603 due to the higher than budgeted volume for both the PT and PTA exams. The impact on 2020 revenue due to COVID-19 appears to have recovered in 2021. The overall increase was 16.2%.
- Jurisprudence exam revenue was over budget by \$404,558. The higher than expected revenue was mainly due to the Florida LAW revenue performing better than budget. In addition, Ohio and Georgia JAM revenue exceeded expected budget.
- PEAT income was above budget by \$308,609, with both Individual and Academic PEAT contributing to the positive variance.
- The 2021 income variance was created by the \$4.1 million positive variance in investment income.
- Expenses for the organization have been lower due to COVID-19. Most in-person meetings were moved to virtual meetings and thus savings for travel and lodging were realized. Professional fees, which had been budgeted for an earlier transition for the organization's operating system to a newer system, were also delayed—thus creating a positive variance for 2021.
- Because of the positive net income, FSBPT was able to donate an additional \$6 million to the research efforts of HRRRI and forgive a \$2.8 million loan to King-West, which is an FSBPT subsidiary.

Achievements in 2021 – Financial

One of our long-established strategic goals was to develop additional revenue sources and reduce our reliance on the NPTE. Our overall goal is to improve upon the initial 1995 baseline in which exam revenue represented 94% of total revenue, excluding investment income. In recent years, we have been able to achieve a more diversified revenue stream, resulting in 62%–64% of our revenue coming from the NPTE. In 2021, the exam revenue was 63% of the total revenue (excluding investment income and GAAP adjustment).

Additionally, we were able to maintain our goal of total invested funds covering our annual operating expenses. This has placed FSBPT in a position to be able to respond to unexpected challenges and to take advantage of future service opportunities.

The FSBPT Finance Committee met virtually in December 2021. A Finance Committee Report is included in this handbook. I wish to again thank committee members Dorothy Gaskin, Geraldine Grzybek, Tim McIntire, Brian Miller, David Reed, and Steve Scherger for their work and participation on the Finance Committee, along with Nancy Kirsch who served as the Board Liaison.

In March 2022, the firm of RSM McGladrey completed the independent audit of FSBPT for 2021 with a clean opinion. Their report is included in this Delegate Handbook along with financial summaries. If you have any questions or comments, please forward them to me.

This is my fourth year as your treasurer. I am grateful to have this opportunity to serve as your treasurer. I am confident that the FSBPT staff and board are prepared to respond to the opportunities and challenges that the future holds.

Respectfully submitted,
Ruggiero Canizares
Treasurer

**Finance Committee
Annual Report**

Committee Members:

Ruggiero Canizares, Chair
Dorothy Gaskin
Geraldine Grzybek
Tim McIntire
Brian Miller
David Reed
Steve Scherger

Board Liaison: Nancy Kirsch

The Finance Committee met on December 4, 2021, to review and recommend approval of the 2022 Operating Budget, Capital Budget, and Board Designated Reserves. The committee also received updates on different operational areas of the organization.

Throughout the year, the Finance Committee received and reviewed FSBPT's monthly financial statements, which included a comparison to budget and prior year. This is part of their duties as a Standing Committee of the Board of Directors.

As a Standing Committee of the Board of Directors, the Finance Committee's responsibilities include the following tasks:

To oversee the budget process and make recommendations

Advise the Board regarding:

- Whether there is a sound financial plan
- Whether FSBPT has enough cash and reserves for organizational stability
- Whether the expenses and capital expenditures are reasonable and necessary
- Whether the current fee structure is reasonable
- Whether FSBPT is insured appropriately against risk

To provide regular review of the operations (Financial/Internal Control Function)

- Review Financial Reports—understand and compare to budget
- Review Supplemental Reports for additional information regarding financials and financial status of the organization
- Review and understand Investment Activity—understand and consider if funds are invested and results are reasonable

I wish to again thank committee members Dorothy Gaskin, Geraldine Gryzbek, Tim McIntire, Brian Miller, David Reed, and Steve Scherger for their work and participation on the Finance Committee, along with Nancy Kirsch who served as the Board Liaison.

Respectfully submitted,
Ruggiero Canizares
Treasurer and Finance Committee Chair

**Investment Committee
Annual Report**

Committee Members:

Nancy Kirsch, Chair

Ruggie Canizares, Treasurer

Dave Relling

The committee constantly evaluates our investment strategies and policies. In late 2018, the committee began discussions of active versus passive managed funds, which resulted in a move in January 2019 from active to index funds. This change in policy is saving investment fees and is also expected to beat actively managed funds over the time horizon.

After the transition of the funds in January 2019 from active managed investment funds, FSBPT invested a total of \$20 million in the Index Funds. In 2020 we continued to add additional funds to the index funds. The investment income return for those funds in 2021 was 17.39%, resulting in a market value totaling \$36,214,820 on December 31, 2021. FSBPT invested the funds according to a Strategic Allocation as follows:

	<u>Lower Limit</u>	<u>Strategic Allocation</u>	<u>Upper Limit</u>
Domestic Large Cap Equities	30%	40%	50%
Domestic Mid Cap Equities	5%	10%	15%
Domestic Small Cap Equities	5%	10%	15%
International Equities	10%	15%	20%
Fixed Income/Bonds	10%	10-15%	15%
Cash and Equivalents	5%	5-10%	15%
US Real Estate <i>(temporary reduction from Fixed Income & Cash Equivalents)</i>		5%	

The market value of our total reserves are consistent with the norm in similar organizations and nonprofits where reserves held are equivalent to a minimum of one to two years of operating expenses. Reserves enable us to be in a position to respond to an unforeseen disruption that could occur in the future (such as the interruption of COVID-19) and to fund major new programs such as the updating of our operating system, investing in regulatory research, supporting the licensure compact, and continuing to expand jurisprudence exams (JAM).

Please see the charts following the audit report that show the allocation and the return from each of these sectors.

We are hopeful that the market will continue to remain steady over the next few years and we will continue to achieve our long-term investment objectives.

Respectfully submitted,

Nancy Kirsch, Chair

2021 FSBPT BALANCE SHEET

<i>In Thousands</i>	2021
ASSETS	
Cash & Cash Equivalents	\$ 1,103
Accounts Receivable, Prepaid Expenses & Other Assets	\$ 741
Total Current Assets	\$ 1,844
Property and Equipment	\$ 4,055
Long-Term Investments	\$ 36,215
Deferred Costs & Deposits	\$ 661
Advances to King-West Properties	\$ 0
Investment in Subsidiaries	\$ 7,626
Total Assets	\$ 50,401
LIABILITIES & NET ASSETS	
Accounts Payable	\$ 1,165
Accrued Expenses & Other Liab	\$ 3,688
GAAP Revenue Recognition Deferral	\$ 1,934
Total Liabilities	\$ 4,787
Net Assets Unrestricted	\$ 43,614
TOTAL LIABILITIES and NET ASSETS	\$ 50,401

2020 FSBPT BALANCE SHEET

<i>In Thousands</i>	2020
ASSETS	
Cash & Cash Equivalents	\$ 2,279
Accounts Receivable, Prepaid Expenses & Other Assets	\$ 897
Total Current Assets	\$ 3,176
Property and Equipment	\$ 5,721
Long-Term Investments	\$ 28,721
Deferred Costs & Deposits	\$ 516
Advances to King-West Properties	\$ 2,773
Investment in Subsidiaries	\$ 3,851
Total Assets	\$ 44,758
LIABILITIES & NET ASSETS	
Accounts Payable	\$ 1,564
Accrued Expenses & Other Liab	\$ 2,759
GAAP Revenue Recognition Deferral	\$ 1,946
Total Liabilities	\$ 6,269
Net Assets Unrestricted	\$ 38,489
TOTAL LIABILITIES and NET ASSETS	\$ 44,758

2021 FSBPT FINANCIALS

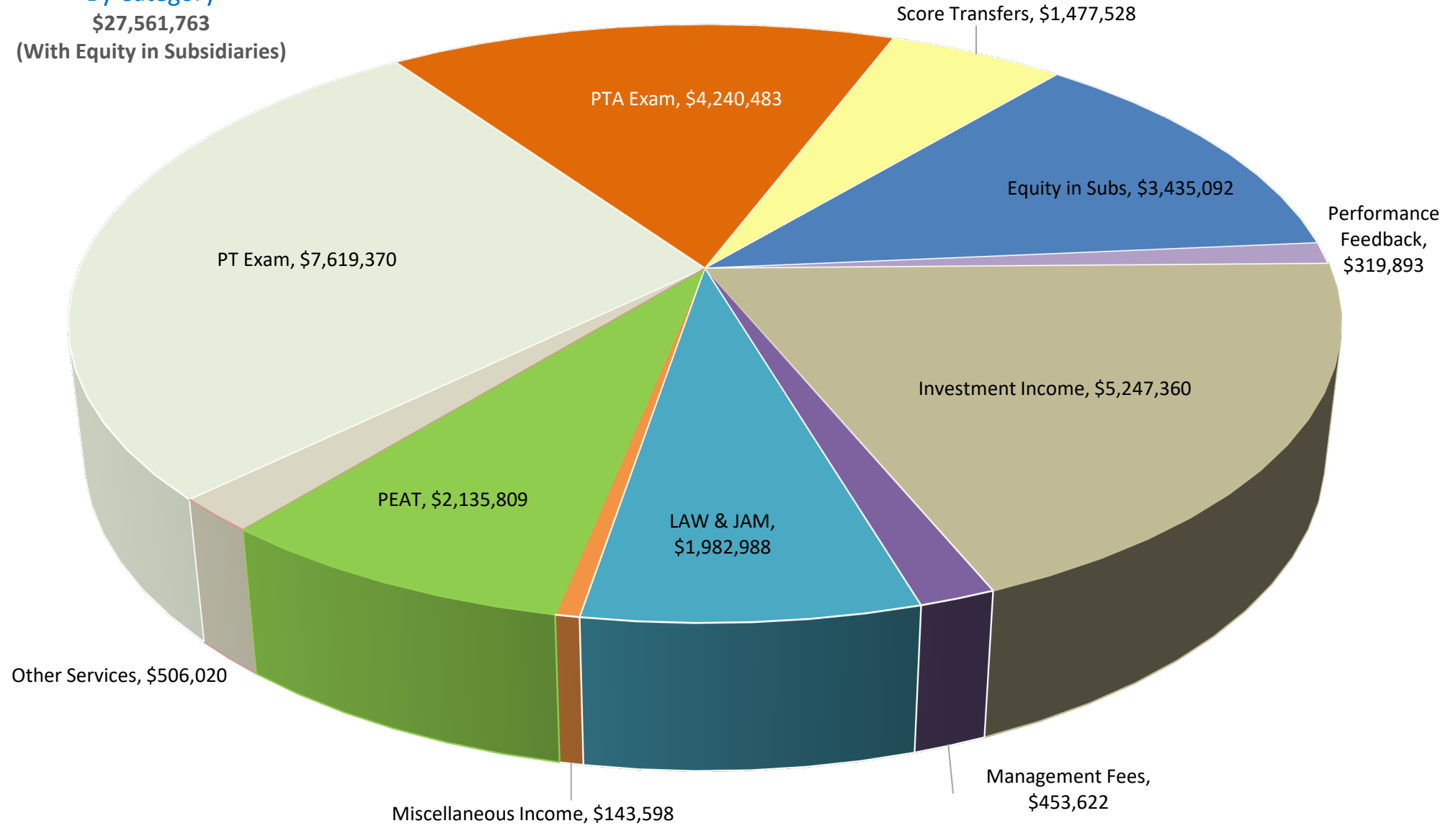
<i>In Thousands</i>	2021
REVENUE	
Exam Fees & Other Services	\$ 18,282
GAAP Revenue Recognition Adjustment	\$ 12
Management Services	\$ 454
Dues, Investment & Other Income	\$ 5,379
Total Revenue	\$ 24,127
EXPENSES	
Governance/Management	\$ 4,376
Program Services	\$ 18,401
Total Expenses	\$ 22,777
FSBPT OPERATING NET INCOME (LOSS) before Equity in Subsidiaries & Unrealized Gain on Interest Rate Swap	\$ 1,350
Equity in Subsidiaries (FCCPT, King-West, HRR I)	\$ 3,435
Unrealized Gain on Interest Rate Swap (King-West)	\$ 340
Net Income (Loss)	\$ 5,125

2020 FSBPT FINANCIALS

<i>In Thousands</i>	2020
REVENUE	
Exam Fees & Other Services	\$ 16,904
GAAP Revenue Recognition Adjustment	\$ 31
Management Services	\$ 421
Dues, Investment & Other Income	\$ 4,397
Total Revenue	\$ 21,753
EXPENSES	
Governance/Management	\$ 4,484
Program Services	\$ 16,723
Total Expenses	\$ 21,207
FSBPT OPERATING NET INCOME (LOSS) before Equity in Subsidiaries & Unrealized Gain on Interest Rate Swap	\$ 546
Equity in Subsidiaries (FCCPT, King-West, HRR I)	\$ 1,804
Unrealized Gain on Interest Rate Swap (King-West)	\$ (502)
Net Income (Loss)	\$ 1,848

FSBPT Revenue 2021

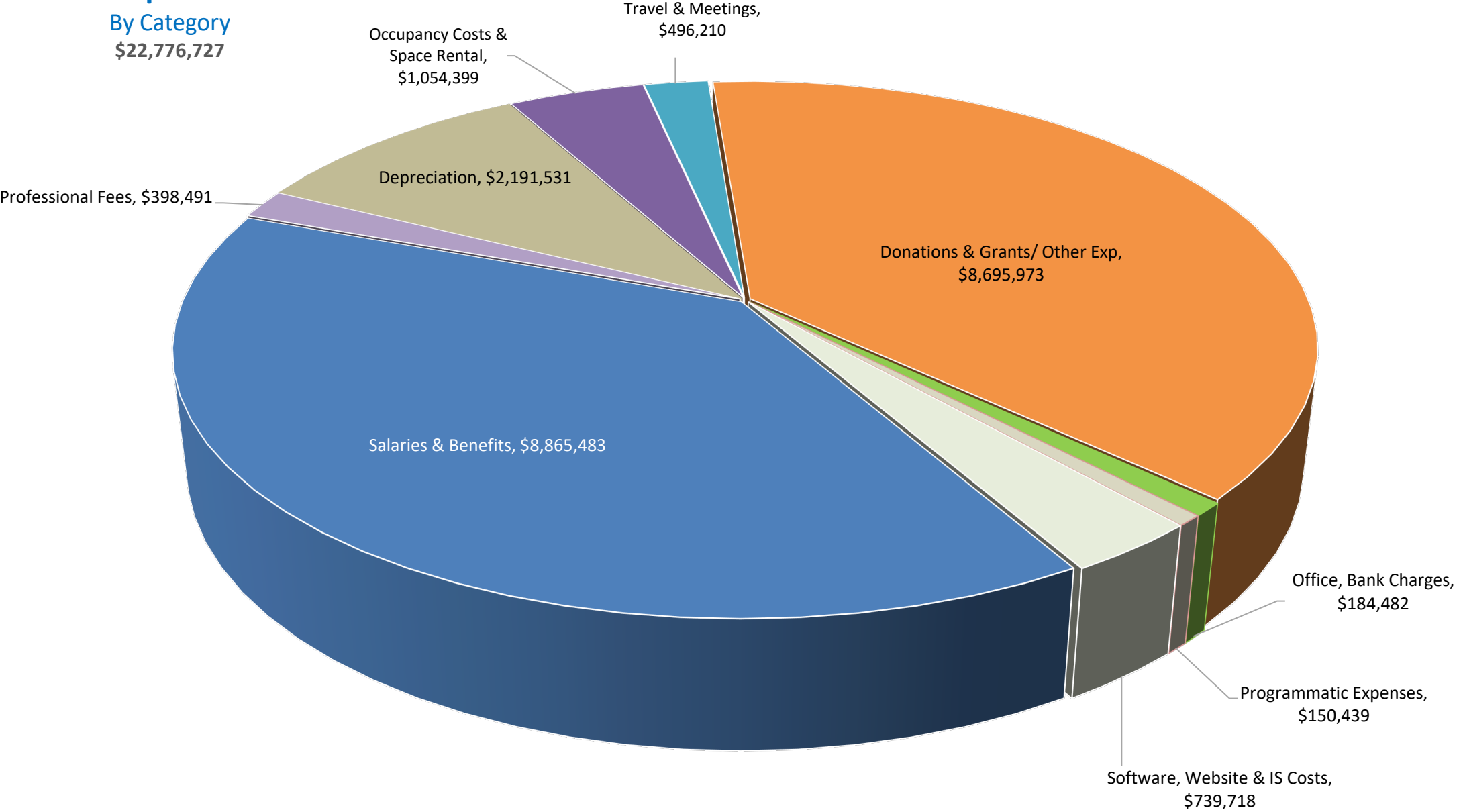
By Category
\$27,561,763
(With Equity in Subsidiaries)



FSBPT Expenses 2021

By Category

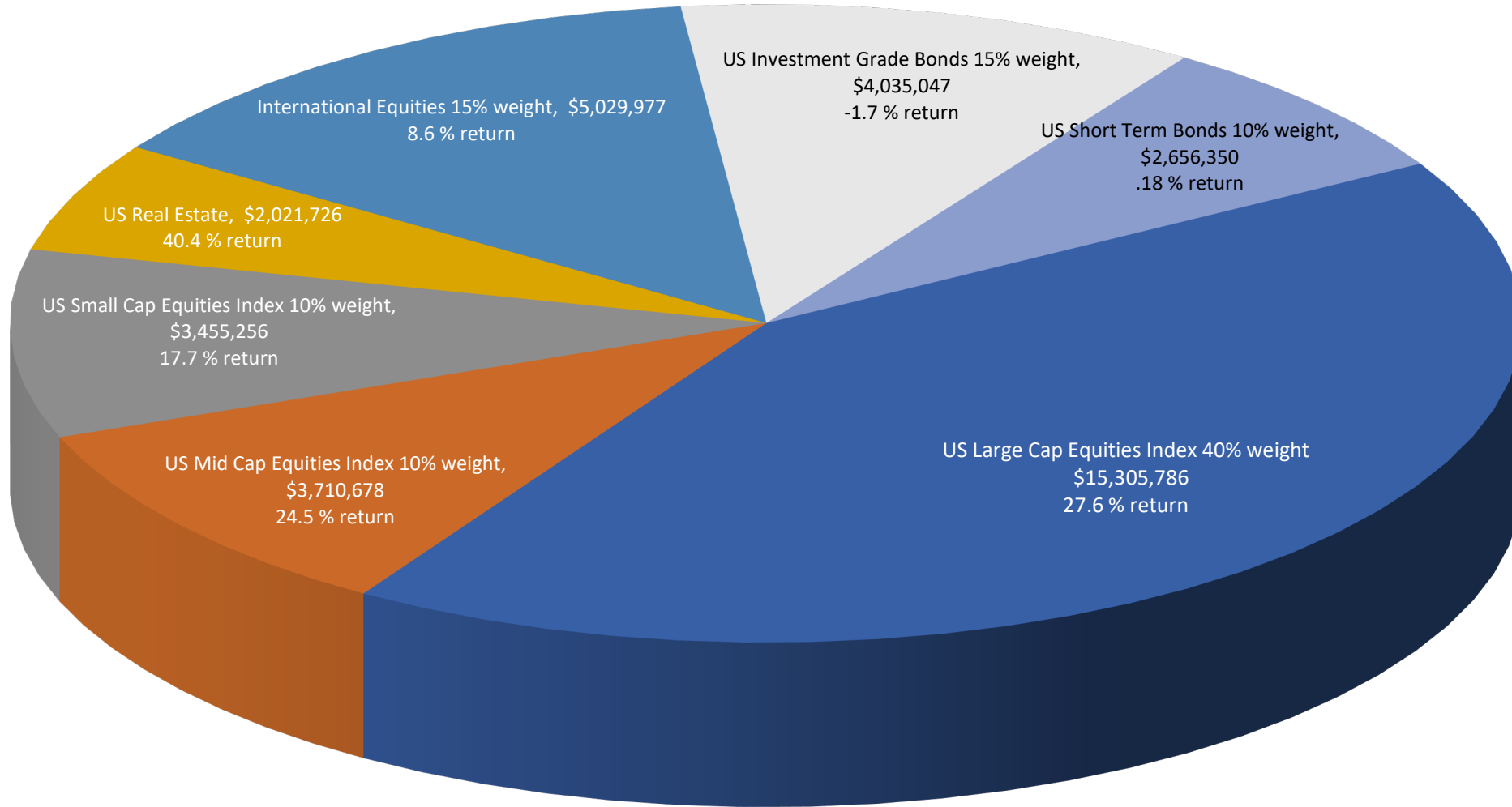
\$22,776,727



FSBPT INVESTMENTS 2021

\$ 36,214,820 Ending Balance

2021 Index Funds Return 17.39%





RSM US LLP

Independent Auditor's Report

Board of Directors
Federation of State Boards of Physical Therapy, Inc.

Opinion

We have audited the consolidated financial statements of Federation of State Boards of Physical Therapy, Inc. and Affiliates (the Federation), which comprise the consolidated statements of financial position as of December 31, 2021 and 2020, the related consolidated statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the consolidated financial statements (collectively, the financial statements).

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Federation as of December 31, 2021 and 2020, and the changes in their net assets and their cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Federation and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Federation's ability to continue as a going concern within one year after the date that the financial statements are issued (or within one year after the date that the financial statements are available to be issued when applicable).

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

THE POWER OF BEING UNDERSTOOD
AUDIT | TAX | CONSULTING

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Federation's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Federation's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings and certain internal control-related matters that we identified during the audit.

RSM US LLP

McLean, Virginia
March 16, 2022

FSBPT Honorary Members

FSBPT expresses grateful acknowledgment to our honorary members, whose dedication, insight, and vision helped created the Federation of State Boards of Physical Therapy. The 2002 Delegate Assembly closed further nominations for this position.



Carolyn Bloom
Kansas



Richard McDougall
(deceased)



Donna Borden
Arizona



Susan Rush
Tennessee



Robert Harden
Alabama



J. Scott Stephens
North Carolina



Eugene R. Lambert
Massachusetts



Patricia Van Wagner
Washington

2022 NPTE® Volunteers

We want to recognize the individuals who volunteer their services as committee members and item writers and help with other exam functions. They are committed to developing the highest quality examination and without them, there would be no NPTE. They demonstrate the highest level of professionalism. FSBPT is truly grateful.

2022 Item Writing Task Force, Item Bank Clean Up, and Item Writer Volunteers

2022 Item Writing Task Force

Lisa Barnett
Sue Bravard
Amanda Bryson
Jelaine Clark
Demetrius Collins
Andrea Constandis
Ashley Court
Brianna Cowley
Kate Divine
Marc Duyck
Daniela Farro
Annmarie Fewkes
Elizabeth Garcia
Kiley Gibbs
Marcia Himes
Larisa Hoffman
Lisa Joranlien
Daphne Joslyn
Dana Kahl
Chrysta Lloyd
John Myers
Evan Petersen
Deborah Prouty
Christine Rodday
Samantha Satterfield
May Tom
Arvie Vitente
Rebecca (Becky) Webster
Mitch Wolden
Elizabeth (Liz) Yates Horton

Item Bank Clean Up

Aubrey Bailey
Jade Bender-Burnett
Teresa Briedwell
Amanda Bryson
Paul-Neil Czujko
Germaine Ferreira
Marcia Himes
Samantha Satterfield
Shannon Turner

Item Writers

Ayodele Akinremi
Arturo Avila-Silva
Cameron Bassett
Jaime Bayzick
Kevin Beaugh
Jill Bugner
Carrie Chapman
Anna Dawson
Nancy Devine
Karen Donawerth
Melissa Dreger
Lauren Eberhardt
Vanessa Lee
Elaina Manolis
James Massey
Shefali Mathur
Crystal McDonald
Samantha Mestel
Sarah Nonaka
Jamie O'Brien
Karen Olson
Keith Perrucci
Lindsay Plikuhn
Ana Marie Prado

Dominique Forte
Tyler France
Jonathan Gardunia
LaVerene Garner
Lance Gerber
Melissa Goodman
Debra Gray
Jamie Greco
Amber Hagarbome
Josh Halfpap
Mary Kay Hannah
Jill Harris
Jerome Higgs
Anne Hughes
Jessica Jacobs
Dawn James
Tyler Jepson
Rebecca Johnson
Michael Jones
Robin Joyce
Mallory Kargela
Mohammed Khallaf
Bokkyu Kim
Nicolas King
Devayani Kurlekar

Stephanie Prinster
Bhavana Raja
James Ralphs
Grace Ramos
Jessica Reardon
Suzanne Reese
Michael Reiman
Lynette Reina
Amy Rich
Courtney Roca
Alison Roll
Jodi Rozanski
Brian Russ
Ashwini Sansare
Ashleigh Scott
Heather Smith
Maria Staker
Lois Sticklely
Jordan Tucker
Shannon Turner
Michele Valencia
Molly Watkins
Kaitlin Weis
Abigail Wilson

Examination Development Committees (EDC) and Item Writer Coordinators

2022 EDC PT

Amy Bayliss (Co-Chair)
Patti Berg-Poppe
Cindy Bouillon
Teresa Briedwell (Co-Chair)
Chris Childers
Paul-Neil Czujko
Anissa Davis (Co-Chair)
Jason Falvey
Sean Griech
Sheri Hale (Co-Chair)
Jessica Johnson
Navpreet Kaur
Ruth Maher
Emelia McCuen
Laurie Neely
Nancy Smith
Stephanie Thurmond

2022 EDC PTA

Aubrey Bailey
Jonathan Bird
Susan Callanan
Audrey Campbell
Jason Delavan
Lori Hurtak
Jacqueline Kopack
Brandi Lipovsky
Jennifer McDonald
Jennifer Mercer (Co-Chair)
Robyn Murray
Danette Neikirk (Co-Chair)
Kristin Schroeder (Co-Chair)
Maribeth (Beth) Vowell
Deanne Yates (Co-Chair)

2022 Item Writer Coordinators

Frank Bates
Jade Bender-Burnett
Linda Carlson
Karen Cascardi
Germaine Ferreira
Christine Melius
Marie-Eve Pepin
Erica Peterson
Shelly Watkins
Bryce Woodfield

2022 Practice Analysis Volunteers

Practice Analysis Task Force – PT

Puja Charaipotra
Paul-Neil Czujko
Maryrose de Guzman
Meghan Griech
Dennis Gutierrez
Jerome Higgs
Tarang Jain
Betsy Myers
Lindsey Robinson
Carol Sawyer
Terrence Schwing
Govindaraj Srinivasan Manivannan
Geevar Varghese
Molly Watkins
Korry Wheeler

Practice Analysis Task Force – PTA

Ashley Court
Brianna Cowley
Mary Crumley
John De Lara
Amanda Lopez
Elizabeth Muldrow
Federico Pizeno
Ken Queliza
Lee Ann Roberts Sweeney
Dakshesh Sanghavi
Matthew Sweet
Virginia “Gini” Tagle
Liyongo Tolin
Melissa Williams

Academy of Advanced Item Writers

The Academy of Advanced Item Writers consists of those National Physical Therapy Examination (NPTE®) item writers who develop both quality and quantity items as defined in the criteria below.

- Developed 60 items which were approved by the Item Bank Review Committee and entered into the item bank.
- Attended at least one FSBPT beginning item writing workshop.
- Fulfilled content area assignments during beginning item writing workshops.
- Recommended by an Item Writer Coordinator
- Provide additional service on an NPTE committee or taskforce

2022 Academy Inductees

Lisa Barnett, *California*

Sue Bravard, *Iowa*

Andrea Constandis, *Florida*

Kate Divine, *Virginia*

Kiley Gibbs, *Virginia*

Marcia Himes, *Missouri*

Navpreet Kaur, *Texas*

Evan Petersen, *Texas*

Jennifer Root, *Michigan*

Amanda Storer, *Texas*

May Tom, *New York*

Arvie Vitente, *New Mexico*

Mitchell Wolden, *North Dakota*

Elizabeth Yates Horton, *New York*

Richard McDougall Long Term Service Award

The Richard McDougall award recognizes and honors individuals who have made a lasting, significant, and distinguished contribution to FSBPT through their volunteerism for at least ten years.

2022

Alan Meade, *Tennessee*

2021

Phillip Palmer, *Texas*

2020

Kathy Arney, *North Carolina*

2019

James D. Heider, *Oregon*

2018

Maggie Donohue, *New Hampshire*

2017

Veronica Reynolds, *South Carolina*
Peter-John Zawicki, *Arizona*

2016

Joni Kalis, *Oregon*

2015

Ronald De Vera Barredo, *Tennessee*

2014

Kathy Fleischaker, *Minnesota*
Senora Simpson, *District of Columbia*

2013

Nina Hurter, *Texas*
Chuck Meacci, *Pennsylvania*

2012

Dargan Ervin, Jr., *South Carolina*
Cheryl Gaudin, *Louisiana*

2011

Barbara Safriet, *Washington*

2010

Thomas Mohr, *North Dakota*
Blair J. Packard, *Arizona*

2009

Nancy Blankenship Brinly, *Kentucky*
Eric Schmidt, *South Carolina*

2008

Jeanne DeKrey, *North Dakota*

2007

Ann E. Tyminski, *Maryland*

2006

Ronald J. Seymour, *New York*

2005

Eileen Bach, *New York*
Deb Tharp Hatherill, *Kentucky*

2004

Donna Borden, *Arizona*

2003

John Wadsworth, *North Carolina*

2002

Steve Hartzell, *California*
Mary Kay Solon, *Indiana*

President's Award

FSBPT's first President, Scott Stephens, created this award. At each Annual Meeting, the FSBPT President honors someone who contributed extensive talent and time to the mission of FSBPT in the previous year—someone who deserves special recognition for their contributions.

2022

Mary Elizabeth Parker, *Texas*

2021

Michelle Sigmund-Gaines, *Oregon*

2020

Shannon Turner, *Alabama*

2019

Troy E. Costales, *Oregon*

2018

Michele Thorman, *Wisconsin*

2017

Carol Sawyer, *Missouri*

2016

Jane Julian, *South Carolina*
Senator Bo Watson, *Tennessee*

2015

Scott Majors, *Kentucky*

2014

Mary Keehn, *Illinois*
Tina Kelley, *New Hampshire*

2013

Phillip B. Palmer, *Georgia*

2012

Nancy Henderson, *Washington*

2011

Meri Goering, *Michigan*

2010

R. Scott Ward, *Utah*

2009

James D. Heider, *Oregon*

2008

Nancy Kirsch, *New Jersey*

2007

Ronald Barredo, *Tennessee*

2006

Gregory Cizek, *North Carolina*

2005

Pam Leerar Kikillus, *Washington*
Rebecca Porter, *Indiana*

2004

Barbara Safriet, *Connecticut*

2003

Carolyn Hultgren, *Nevada*

2002

Susan Glover Takahashi, *Ontario, Canada*
Judy White, *North Carolina*

2001

Ann Tyminski, *Maryland*

2000

Candace Bahner, *Kansas*
Richard McDougall, *Kentucky*

1999

Thomas Mohr, *North Dakota*

1998

Eileen Bach, *New York*
Donna Borden, *Arizona*

1997

Carol Neva, *Washington*
Blair Packard, *Arizona*

1996

Nancy Brinkley, *Kentucky*

1995

Richard McDougall, *Kentucky*

1994

Donna Borden, *Arizona*

1993

Steve Hartzell, *California*

1992

John Mirone, *Virginia*

1991

Carolyn Bloom, *Kansas*

1990

Donna Borden, *Arizona*

1989

Carolyn Bloom, *Kansas*
Donna Borden, *Arizona*
Robert Harden, *Alabama*
Richard McDougall, *Kentucky*
Susan Rush, *Tennessee*
Patricia Van Wagner, *Washington*

Outstanding Service Awards

The Outstanding Service Award was created to recognize and honor individuals who have made a significant and distinguished contribution to the FSBPT through their volunteer work during the past twelve months.

2022 Award Recipients

Melissa Anthony, *Ohio*

Erin DeTomaso, *Minnesota*

Aubrey Bailey, *Virginia*

Venus Vendoures Walsh, *Iowa*

Paul-Neil Czujko, *New York*

Nancy Smith, *North Carolina*

Jennifer Wissinger, *Ohio*

Brian Miller, *Montana*

Excellence in Regulation Award

The Excellence in Regulation Award was created to recognize jurisdictions that have made significant accomplishments towards increasing public protection for their consumers of physical therapy services.

2022

Jurisdiction: Louisiana

Members

Judith Halverson, Chair
Katie Brittain, Secretary/Treasurer
Philip Page
Oday Lavergne
Tyra Mitchell
John Reinhard-Marius
Meredith Warner

Staff

Charlotte Martin, Executive Director
Jessica Alwell, Assistant Executive Director
Danielle Linzer, Licensing Analyst
Stephanie Boudreaux, Compliance Officer
Jasmynn Charles, Administrative Assistant

Jurisdiction: Texas

Members

Harvey Aikman, Chair
Liesl Olson, Vice Chair
Kathryn "Kate" Roby, Secretary
Manuel "Tony" Domenech
Melissa Skillern
Omar Palomin
Glenda Clausell
Donivan Hodge
Jacob Delgado

Staff

Karen Gordon, PT Coordinator
Karissa Rodriguez, Licensing Manager
Randall Glines, Staff Services Coordinator
Amy Carter, Chief Investigator
Ralph Harper, ECPTOTE Executive Director

2021

Kentucky, Oregon

2018

Jurisdiction: North Carolina, Virginia

2020

No Award Issued

2017

Jurisdiction: Oregon, Texas

2019

Jurisdiction: North Dakota

2016

Jurisdiction: Kentucky

To receive this award, the jurisdiction boards demonstrated significant accomplishments in increasing public protection for their consumers of physical therapy services in any of the following areas.

- Passed rules that substantially protect the public.
- Passed legislation that was based on the FSBPT *Model Practice Act for Physical Therapy* and the licensing authority was a key component in getting it passed.
- Adopted the Physical Therapy Licensure Compact.
- Engaged the public in a meaningful way or provided meaningful resources directed to the public.
- Conducted research on a topic related to public protection.
- Incorporated measures to increase the effectiveness and/or efficiency of the licensing board.

2021-2022 Board of Directors



**Nancy R. Kirsch, PT, DPT, PhD, FAPTA, New Jersey
President**

Term: 2016-2022

Nancy R. Kirsch, PT, DPT, PhD, FAPTA received her PT degree from Temple University, her Master's in Health Education from Montclair University, Certificate in Health Administration from Seton Hall University, her PhD concentration in ethics from Rutgers University (formerly UMDNJ), and a Doctor of Physical Therapy from MGH Institute of Health Professions. She practiced in a variety of settings including in-patient rehabilitation, acute care, long-term care, and home care. She owned a private practice for twenty-five years. She is the Vice Chair of Rehab and Movement Sciences, at Rutgers, The State University of New Jersey.

Nancy has been a member of the New Jersey Board of Physical Therapy Examiners since 1990 and was chairperson of the board for twelve years. She served as an evaluator for FCCPT. Nancy has been involved with the Federation of State Boards of Physical Therapy in the following capacities: she served two terms on the Finance committee and also served on several task forces, in addition to the Board of Directors. Nancy has been active in the American Physical Therapy Association since she was a student. She served the New Jersey Chapter as Secretary and President, and as a delegate and chief delegate to the House of Delegates. She served the national association as a member of the ethics document revision task force in 2010 and was recently appointed to the new core document revision task force. She also served a five-year term on the APTA Ethics and Judicial Committee and the APTA Reference Committee. She received the Lucy Blair Service Award and was elected a Catherine Worthingham Fellow from National APTA and received an Outstanding Service Award and the President's Award from the FSBPT.



**David Relling, PT, PhD, North Dakota
Vice President**

Term 2016-2022

David Relling, PT, PhD, is Associate Dean for Health Sciences and Professor in the Department of Physical Therapy at the University of North Dakota in Grand Forks, North Dakota. He chaired the UND department of physical therapy from 2014-2021 and has practiced in a variety of settings including acute care, orthopedics, and long-term care. Dave was appointed to the North Dakota Board of Physical Therapy in 2010 and completed his second term on the board in 2020. He served as President of the ND Board from 2014 to 2016. Dave is a member of the state association and the American Physical Therapy Association.

Dave began his involvement with FSBPT in 2005 as an item writer and has served as a member and then co-chair of the NPTE Exam Development Committee for physical therapists. He was inducted into the Academy of Advanced Item Writers in 2010.



Cynthia Potter, PT, MS, DPT, CEEAA, FAAIDD, Pennsylvania
Secretary
Term: 2021-2024

Cynthia Potter, PT, MS, DPT, CEEAA, FAAIDD, currently serves as the Chair of the Pennsylvania State Board of Physical Therapy. She is a Board Certified Clinical Specialist in Pediatrics and her clinical work has focused on children and adults with intellectual and developmental disabilities in many different practice settings, including owning a private practice for eleven years. She has been a faculty member at Slippery Rock University, Duquesne University, and Robert Morris University. She earned a BS in biology and English writing from Allegheny College, an MS in health-related professions (developmental disabilities track) and a Certificate in Physical Therapy from the University of Pittsburgh, and a Doctor of Physical Therapy degree from Slippery Rock University.

She has been involved with FSBPT for more than fifteen years in multiple capacities, including serving as an item writer for the NPTE and jurisprudence exams and she was named to the Academy of Advanced Item Writers. FSBPT committee and task force service includes the Education Committee, serving as chair from 2019 to 2021; Exam Development Committee; Practice Analysis Oversight Committee; Continuing Competence Committee; Membership Survey Task Force; the Exam Licensure, and Disciplinary Database Task Force; and the Excellence in Regulation Committee. She received the Outstanding Service Award in 2011 and 2015. She has been active in the American Physical Therapy Association since she was a student and received the Pennsylvania Physical Therapy Association Service Award and Humanitarian Award.



Ruggiero Canizares, PT, MS, MBA, CMPT, Oregon
Treasurer
Term: 2018-2024

Ruggiero (Ruggie) S. Canizares, PT, MS, MBA, CMPT, received his PT degree from University of Santo Tomas, his Master's in Exercise Physiology from Southern Connecticut State University, his Master's in Business Administration from Northwest Christian University (MBA Sigma Beta Delta International Honor Society), and his Certified Manual Physical Therapist (CMPT – certified “with distinction”) from The North American Institute of Orthopedic Manual Therapy. Ruggie practiced in various clinical settings including acute care, in-patient rehabilitation, nursing home and long-term care, and in-school pediatrics. He currently owns a private practice that has been operational since 2008 and also works per diem as a Home Health Physical Therapist in a local regional hospital.

In 2011, Ruggie was appointed to the Oregon Physical Therapy Licensing Board and completed his second four-year term in 2019. Ruggie served as Board Vice-chair from 2014 to 2018, and as Board Chair from 2018 to 2019. He has been actively involved with FSBPT since 2014 as a delegate/alternate delegate and served two terms on the Finance Committee. Elected in October 2018, Ruggie is currently serving his second term as FSBPT Treasurer. Ruggie continues his active role in regulation and public protection by serving as a public member on the Oregon Mortuary and Cemetery Board.



Ellen Kroog Donald, PT PhD, Florida

Director I

Term: 2016-2024

Ellen Donald, PT, PhD, earned a Bachelor of Science in Physical Therapy from Boston University in 1985, and a Master of Science in Adult Education from Syracuse University in 1995. In 2016, she earned her PhD in Curriculum and Instruction with a focus on Educational Measurement and Research from the University of South Florida. She currently is a member of the Faculty at Florida Gulf Coast University and was founding Department Chair of Physical Therapy. Prior to her positions at Florida Gulf Coast University, she was Director of Clinical Education for the Physical Therapy Program at the University at Buffalo. Her clinical expertise is in pediatric physical therapy, and she is a member of the American Physical Therapy Association.

Ellen has volunteered with the FSBPT since 1999 in multiple roles, including serving as an item writer, Chair of the Item Bank review committee, and member of the Finance committee. She received the FSBPT Outstanding Service Award in 2013. In 2017, Ellen was appointed to the Florida Board of Physical Therapy and continues to actively serve in that role.



Adrienne D. Price, RN, BA, MSN, Georgia

Director II

Term: 2019-2023

Adrienne D. Price received her Bachelor of Liberal Arts from Mercer University in Macon, Georgia, Associate of Science in Nursing from Macon State College and Masters of Science in Nursing from the University of Phoenix where she was inducted into the Sigma Theta Tau International Honor Society of Nursing. As a Registered Nurse, Adrienne has served in the expanded role of Public Health Nurse Specialist to include serving on the County Health Emergency Assistance Resource Team (CHEART), which is an affiliate of the Public Health Task Force for the Georgia Emergency Management Agency (GEMA) in the North Central Health District. She has been the Director of Clinical Services in the areas of hospice, geriatric, and obstetrical care and owned and operated Child Advocacy Services, a counseling and early intervention service agency for families of children with disabilities.

She currently manages operations for eleven different license types for six healthcare licensing boards as the Executive Director in Healthcare 2 of the Georgia Office of Secretary of State, Professional Licensing Boards Division. In this capacity and in furtherance of the mission of public protection through healthcare regulation, she serves on the Board of Directors for the Federation of State Boards of Physical Therapy and has been active on several committees and task forces within that organization as well as other national and state organizations such as the Federation of State Massage Therapy Boards, Federation of State Boards of Physical Therapy, Georgia Statewide Opioid Taskforce, National Association of Drug Diversion Investigators (NADDI), National Board for Certification in Occupational Therapy, National Council of State Boards of Nursing, Occupational Therapy Licensure Compact, and The Council of State Governments National Center for Interstate Compacts.

She is extremely active within her church, an enthusiastic volunteer within her community and is a respected member of a number of civic organizations. She has two sons, Preston and Christian.



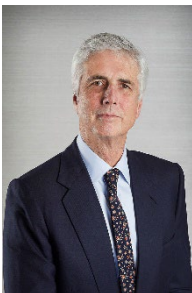
Joni Kalis, PT, MS, Oregon
Director III
Term: 2017-2023

Joni Kalis, PT, MPT, MS, is a physical therapist clinician specializing in outpatient orthopedics. Joni served on the Arizona Board of Physical Therapy for eight years (2002-2010) and was President of the Board for the last three years of her tenure. She began her involvement with the FSBPT in 2002 when she served as Arizona's delegate and continued to serve as Arizona's delegate/alternate delegate for seven more years.

Joni has been an item writer for the NPTE, chaired a Bylaws Task Force, participated in the NPTE summit in 2011 and was a member of the NPTE Eligibility Task Force in 2013. She served on and chaired the Foreign Educated Standards Committee from 2008 to 2012 and was instrumental in the development of the model for supervised clinical practice and the Performance Evaluation Tool (PET) for supervised clinical practice. She served on the Ethics and Legislation Committee from 2012 to 2016 and during her service on this committee, products included FSBPT's first telehealth paper, background work on re-entry, and board action guidelines. Joni also served on the program committee for the 2019 biannual meeting of the International Network of Physiotherapy Regulatory Authorities (INPTRA).

Joni received the FSBPT's Outstanding Service Award in 2009 and 2013. In 2016, she was honored with the Richard McDougall Long Term Service Award. She also received the Outstanding Service Award from INPTRA in 2019.

Joni spent most of her career practicing in Arizona, but in 2015, relocated to Lincoln City, Oregon, where she is the manager of the Samaritan North Lincoln Hospital Physical Rehabilitation Department. Joni has served on the FSBPT's Board of Directors since 2017. In her free time she enjoys running, walking, yardwork, playing piano, and beach combing.



Charles E. Reiter, III, JD, Illinois
Public Member
Term: one year-appointments

Charles E. Reiter, III, JD, is a practicing attorney in Chicago and founding member of Reiter Burns, LLP. He has served as Senior Vice-President, General Counsel and Secretary of the Loyola University Health System and the Loyola University Physician Foundation and was Executive Vice-President, General Counsel and Secretary of Palos Health, a community hospital. He has also served as a director and board chair of captive insurance companies underwriting medical risks. Since receiving his Illinois attorney license in 1981, he has concentrated his practice of law in health-related areas including medical staff matters, mediation, contracting, compliance, litigation and complex transactions, including developing structures in response to the many challenges posed by health reform.

His pro bono work includes establishing the Loyola Children's Center at Maybrook to provide free daycare, books, meals, social services, referrals and medical screenings to children whose parents had business in the courthouse but no daycare; establishing the Felony Mental Health Court at Bridgeview to provide mental health services in a non-custodial setting; Chair Emeritus of the Board, BraveHearts Therapeutic Riding Center - Equine assisted therapies for people with special needs including children, military veterans and Gold Star families; and Attorney Registration and Disciplinary Commission

of the Supreme Court of Illinois (ARDC) - Hearing Board Appointment, March 1, 2006, to March 1, 2012, and Oversight Committee Appointment, March 1, 2006, to the present.

Reiter is a graduate of Boston University and the University of Miami School of Law. He is admitted to practice in the state and federal (trial bar) courts in Illinois.

FSBPT Committees, Task Forces, and Council Reports

FSBPT committees and task forces respond to a changing climate by investigating the key issues affecting the regulation of physical therapy care. They are committed to developing the programs and policy recommendations to assist jurisdictions in the common mission of protecting the public.

Continuing Competence Committee Annual Report

Committee Members:

Anne Thompson, Georgia, Chair
Jessica Alwell, Louisiana
Missy Anthony, Ohio
Bill Boissonnault, Wisconsin
Wanda Evans, APTA
Kendra Harrington, APTA
Laurie Kendall-Ellis, Maryland
Jennifer Nash, Nevada
Mary Elizabeth Parker, Texas
Jackie Waring, Utah

Board Liaison: Cindy Potter

The role of the Continuing Competence Committee is to evaluate the current best evidence related to continuing competence; make recommendations regarding new approaches to continuing competence based on the evidence and recommend appropriate changes to the model that incorporates these changes; and use the evidence to evaluate and recommend tools and methods that will help assure licensees are maintaining competence for safe and effective practice and achieve the purpose of the FSBPT Continuing Competence Initiative.

Committee Meetings

In 2020, a research team from Colorado State University (CSU) conducted research into self-assessment to assist the Committee with research to support the Guidelines to Professional Development that the Committee had developed over the past few years. Upon completion of the research, the CSU team started working with the Committee to develop a self-assessment resource that can be used to support the *Guidelines for Continuing Professional Development*.

The Committee met in April and June of 2022 and provided input and guidance on the resource developed by the team from CSU. The research team was interested in the Committee's sense of how well the complete work product hit on the key healthy practice issues, and if the suite of resources was ready to move to the pilot testing state.

The next step is to pilot the self-assessment resource, with a goal of casting a wide net that covers a broad range of practice settings and geography. Individuals willing to serve in the pilot will be expected to make a two to three hour commitment, which can be spread over multiple sessions, to go through all of the items in the resources.

Focus of the Committee

The Committee will continue its meetings with the team from CSU to review the results of the pilot testing of the self-assessment resource, and then start identifying the available resources that can be shared with individuals upon completion of the self-assessment to address personal risks and supports.

Respectfully submitted,
Anne Thompson, Chair

Education Committee 2022 Annual Report

Committee Members:

Jill Wakabayashi, Chair, Hawaii
Erin DeTomaso, Minnesota
Manuel Domenech, Texas
Jesus Dominguez, California
Deanna Dye, Idaho
Martha Hinman, Texas
Bonnie O'Rourke-Barr, Virgin Islands
Erica Sherman, Michigan
Venus Vendoures Walsh, Iowa

CBA Liaisons:

Michelle Sigmund-Gaines, Oregon
Karen Gordon, Texas

Board Liaison: Cynthia Potter

We could not be more thrilled to gather in person in Orange County, California, for the 2022 Annual Education Meeting! The meeting theme is "Riding the Waves of Regulation," which seems fitting, given the turbulent waters of COVID-19 that we all had to brave. But now is a time for reunion and celebration (finally).

We are excited to bring back in-person networking opportunities along with educational sessions covering an array of topics. Together, we will delve into important issues such as telehealth; virtual physical therapy platforms; Diversity, Equity, Inclusion, and Belonging; burnout; criminal background checks; data mining; and automation. We will also hold sessions sharing essential updates on the NPTE, the PT Compact, the Model Practice Act, and more.

When we were forced to hold everything virtually, we also learned that virtual meetings can have significant benefits. Therefore, this year, for the first time, some of the Annual Education Meeting sessions will be shared live, so anyone can join in. Additionally, the Delegate Assembly will be held virtually on Monday, October 24, 2022, which will allow more jurisdictions to participate. We also all learned the value of regular webinars. FSBPT has continued to hold educational webinars as well as "Regulatory Hours," where Dale Atkinson leads discussions on pertinent regulatory issues, such as conflicts, efficient operations, and communications.

The Education Committee met virtually multiple times during the year to prepare for the meeting. In addition to the Education Committee members, the chair and vice chair of the Council of Board Administrators (CBA) attended to ensure coordination. It is great to have them on the team, and we sincerely appreciate their valuable input, along with Cynthia Potter, our board liaison. We are also already looking ahead to our 2023 meeting in Jacksonville, Florida, with the theme, "Bringing Regulation into the Sunshine."

We value your feedback and look forward to reviewing your comments on the session evaluations and, most especially, seeing you all again!

Sincerely,
Jill Wakabayashi, Chair

**Ethics and Legislation Committee
Annual Report**

Committee Members:

Sherise Smith, Nevada, Chair

Sara Conrad, Minnesota

Arkena Dailey, Virginia

Craig Miller, Michigan

Michelle Sigmund-Gaines, Oregon

Paula Smith, Vermont

Board Liaison: Joni Kalis

Since the last Delegate Assembly, in the last quarter of 2021, the Ethics & Legislation Committee completed multiple resources for jurisdictions regarding impairment and impaired practitioners. Committee members researched and cataloged a collection of useful sources for model language, programs, and outreach, as well as educational materials and self-assessments. Additionally, a key recommendations checklist for best practices and suggested action items was developed.

The Committee also created two customizable templates for jurisdictions regarding mandatory reporting. The first template is for self-reporting for individuals to report their own practice or behaviors that may be in violation of the physical therapy board or rules. The second template is to report alleged violations of other health care providers. These templates are a great complement to the FSBPT Duty to Report Trifold Brochure for Licensees, which can be distributed to licensees either electronically or via traditional mail after jurisdictions customize them with their mission statement, name, address, and contact information.

This year, the Ethics & Legislation Committee was grateful to meet in person for the first time since February 2020. The meeting focused on the Model Practice Act (MPA), including reviewing and updating some sections and discussing stakeholder feedback. The Committee sought input regarding MPA language in 2021 and 2022 from multiple stakeholders, including FSBPT members and American Physical Therapy Association national and state chapters. Many definitions and sections are being considered, and Committee members continue working on the MPA and plan to finish the 7th edition by the end of 2022.

Sincerely,

Sherise Smith, Chair

Examination Chairs Meeting Report

Members:

Item Writing Task Force Representative: Amanda Bryson

Item Writing Coordinator Representative: Erica Peterson

EDC PTA Co-Chairs: Kristin Schroeder, Jennifer Mercer, Deanne Yates, Danette Neikirk

EDC-PT Co-Chairs: Anissa Davis, Theresa Briedwell, Amy Bayliss, Sheri Hale

FSBPT Board Liaison: Ellen Donald

Staff: Colleen Lettvin, Jerry Bush, Lorin Mueller, Jessica Taylor, Jenny Lapnawan

The Examination Chairs Meeting (ECM), which was held on July 22, 2022, this year, is an opportunity for representatives and chairs responsible for the development and review of National Physical Therapy Examination (NPTE) items and test forms to meet and discuss the status of the program and make recommendations for future improvement. Several areas were reviewed during the meeting, including productivity of the item writing workshops and examination committee meetings, pretest item survival rates, the productivity of both the NPTE Item Writing Workshops and New Item Types (video and scenario-based items), the increasing demand for high-quality new items, and the year-end Item Writing Task Force and coordinator and committee member surveys. The ECM participants were given updates on the recommendations related to the 2024 test content outline made by the PT and PTA practice analysis task force panelists. The ECM participants also reviewed the draft committee and item writing workshop calendar for 2023; discussed and voted on current and future initiatives, including the Criteria for Acceptable References and PT Concepts in Question; were updated on the Antibias and Sensitivity Review; and approved updated versions of the style manual, keyword sheet, and rubric classification tool.

The ECM participants made the following recommendations:

1. Ideas to enhance item survival rates:
 - Continue to present to the EDC, Item Writer Coordinators, and Item Writing Task Force a set of items that passed and failed statistically from a recent administration.
 - Share item performance with the EDC, specifically if the EDC asked to see how the item fared pretesting.
 - Continue to provide feedback to returning item writers, including item writers from the graduate workshop, on the performance of their previous items.
 - For rubrics with a low survival rate, identify Item Writing Task Force Members who have successfully written items in that rubric and cater the assignment to them to write more items in that rubric category. Encourage Item Writing Task Force Members who are writing items to their content expertise to increase the cognitive level of those items. Additionally, tailor assignments for item writers who have high EDC approval rates for alternative item types (video and scenario-based items).
 - For items that are not approved for pretesting, share specific feedback from the EDC with item writers and Item Writer Coordinators as able.
2. Ideas to enhance the effectiveness of meetings:
 - Have EDC chairs start each meeting by setting goals for the weekend and providing a quick review of the process before reviewing forms. Continue to facilitate communication between the form review and new item review group members.
 - On an as-needed basis, have EDC chairs and Item Writer Coordinators (guests) convene during each meeting to discuss important points that they would like to be sent on to Item Writer Coordinators
 - Continue to calendar the IWTF meeting earlier in the year to encourage writing/review throughout the year.
3. Other:
 - Increase the size of the IWTF per exam level to help meet the potential changes to the 2024 test content outline related to video and scenario item generation.
 - Emphasize the importance of Item Writer Coordinators to provide feedback to FSBPT staff regarding recommendations of item writers to other examination committee positions.

- Continue to have the ECM provide oversight on the yearly practice analysis surveys. The ECM feels that the yearly surveys will be helpful to observe trends in the professions.
- Increase diversity within all volunteer committees from a geographic and demographic standpoint, with the goal of staying representative of the PT and PTA population.
- Continue to hold the Examination Chairs Meeting the Friday before the Leadership Issues Forum to help decrease the total number of trips for the chairs.

Resolutions Committee Annual Report

Committee Members:

Joel Hemphill, Virginia
Malorie Novak, South Carolina
Kelly King, Arizona
Liz Guthridge, Parliamentarian

Board Liaison: Nancy Kirsch

Delegate Assembly Policy Development Process

To learn more about the process followed to develop and submit motions to the Resolutions Committee, please review the Delegate Assembly Policy Development Process section at the beginning of the Delegate Handbook.

2022 Motions

This year, the Resolutions Committee received six (6) motions ninety (90) days prior to the Delegate Assembly. These motions are published in the Delegate Handbook and were posted on the FSBPT Members Intranet website.

DEL-22-01

Bylaws revisions – Qualifications for Treasurer

Proposed by: Board of Directors

Vote Required: Two-thirds

Motion: To update the bylaws to change the qualifications for Treasurer to require the Treasurer to be a current or past member of a Member Board or a current or past administrator of a Member Board.

DEL-22-02

Bylaws revisions – FSBPT Membership

Proposed by: Board of Directors

Vote Required: Two-thirds

Motion: To update the bylaws to clarify that Member Boards must be current in their annual membership dues and must hold a current NPTE contract to be eligible to be a FSBPT member board. The amendment also clarifies that FSBPT membership may be terminated for non-payment of dues and/or failure to maintain a current NPTE contract.

DEL-22-03

Bylaws and standing rules revisions – Qualifications for Resolutions Committee Members

Proposed by: Board of Directors

Vote Required: Two-thirds

Motion: To update the bylaws and standing rules to clarify that a member of the Resolutions Committee may not serve as a Member Board's Delegate or Alternate Delegate while serving as a member of the Committee.

DEL-22-04

Bylaws revisions – Editorial Changes to Standing Rules

Proposed by: Board of Directors

Vote Required: Two-thirds

Motion: To update the bylaws to allow the Secretary to make editorial changes to the Standing Rules. Currently, the Secretary is permitted to make editorial changes to the Bylaws but not the standing rules.

DEL-22-05

Bylaws revisions – Key Functions of FSBPT

Proposed by: Board of Directors

Vote Required: Two-thirds

Motion: To update the bylaws to clarify that one of FSBPT's key functions includes regulatory research.

DEL-22-06

Bylaws and standing rules revisions – Holding the Delegate Assembly

Proposed by: Board of Directors

Vote Required: Two-thirds

Motion: To update the bylaws and standing rules to require motions be thoroughly vetted with advance notice to the Membership and to only hold the Delegate Assembly if there is required business.

Respectfully submitted,
Joel Hemphill, Chair

Nominating Committee Annual Report

Committee Members:

Debbie Kubota, Chair, Hawaii

Joe Shanley, New Hampshire

Ron Barredo, Tennessee

The Nominating Committee slated candidates for the President, Vice President, and Nominating Committee Member positions. The President and Vice President positions require that each candidate be a current or past member of a Member Board or current or past administrator of a Member Board. The Nominating Committee Member position requires that each candidate be a member of a Member Board, an administrator of a Member Board, an Associate Member, or an individual with expertise to facilitate the task of the committee.

The Nominating Committee offers the following slate of candidates for the 2022 Delegate Assembly elections. Candidate qualifications and statements are included in this Delegate Handbook.

2022 SLATE:

President

- Ellen Donald, Florida
- David Relling, North Dakota

Vice President

- Megan Certo, Indiana
- Michele Thorman, Wisconsin

Nominating Committee Member

- Robert Frieberg, Indiana
- Flora Muñoz Rivera, Puerto Rico

Respectfully submitted,
Debbie Kubota, Chair

**Sexual Misconduct and Boundaries Committee
Annual Report**

Committee Members:

Kristina Lounsberry, Louisiana, Chair
Robert Frampton, Michigan
Sherri Paru, Oregon
Tom Pennington, Kentucky
Michele Thorman, Wisconsin
Carolyn Taylor, Public Member

Board Liaison: Ellen Donald

The Sexual Misconduct and Boundaries Committee is FSBPT's newest committee, created by the Board of Directors in December 2021, and we began our work in January 2022. The foundation for the Committee was laid by the now defunct Boundary Violations Task Force. The Committee underwent a change in the Chair position early in the year as Jennifer Wissinger moved out of the country and I, Kristina Lounsberry, assumed the role.

The Committee published a series of articles in FSBPT's monthly *News Brief*, which ended with takeaway tips for how jurisdictions could improve the prevention of boundary violations or identify potential barriers to reporting violations. In March, two committee members—Jennifer Wissinger and myself, Kristina Lounsberry—presented *Clearing the Path*, a webinar to discuss ways to identify and eliminate barriers to reporting, investigating, and defining sexual misconduct and boundary violations in physical therapy.

The Committee continues to explore educational resources of value to FSBPT members and the concept of power imbalance and the impact on boundary violations. The Committee is also discussing how to define the patient/client and provider relationship more clearly. At this time, FSBPT does not have a resource on either of these topics and providing resources to boards may help with prevention efforts in the future.

Sincerely,

Kristina Lounsberry, Chair

Task Forces Annual Reports

FSBPT's Board of Directors created task forces to further research and develop regulatory resources for members. Since the last FSBPT Delegate Assembly, the Close Relations Task Force, Re-Entry Demographics Task Force, and ELDD Quality & State Participation Task Force have met and moved forward in their charge.

Close Relations Task Force

Members:

Charlotte Martin, Louisiana, Chair
Troy Costales, Oregon
Tammy Frey, Pennsylvania
Kat Joines, Nevada
Anne Reicheter, APTA Member

FSBPT Board Liaison: Nancy Kirsch

The charge of the Close Relations Task Force is to review peer organizations' literature regarding the treatment of self, family members, and close relationships to develop an educational resource for jurisdictional regulatory boards and to recommend further action to the FSBPT Board of Directors based on the findings. The Federation of State Medical Boards (FSMB) published a 2021 position statement, *Treatment of Self and Family Members and Close Relations*, which the Task Force reviewed. The Task Force also researched similar statements from other professions. The final recommendation of the Task Force accepted by the Board of Directors was that no physical therapist or physical therapist assistant should treat themselves, family members, friends, colleagues, or other close relations except in extraordinary circumstances. The Task Force completed its charge and was disbanded as of December 31, 2021.

Re-Entry Demographics Task Force

Members:

Joseph Shanley, New Hampshire, Chair
Jennifer Ball, Oklahoma
Katherine Joines, Nevada
Karen McIntyre, Ohio
Steve Scherger, Minnesota

FSBPT Board Liaison: Joni Kalis

The Re-Entry Demographics Task Force was charged to begin to create a demographic portrait of the re-entering physical therapist or physical therapist assistant and define the scope of the problem for the member jurisdictions and physical therapy community. To meet that charge, FSBPT and the Healthcare Regulatory Research Institute (HRRRI) contracted the Human Resources Research Organization (HumRRO) to conduct structured interviews, analyze ELDD data, and examine a specific question regarding re-entry on the NPTE practice analysis. To date, the HumRRO research on the practice analysis is completed and was presented at the 2022 Leadership Issues Forum. The second phase of research involving interviews with re-entry applicants/licensees is set to begin later this year.

Task Force members also surveyed the Council of Board Administrators regarding re-entry. While FSBPT conducted a similar survey in 2019, the term "re-entry applicant" was not well defined, and the questions were not as targeted as the new survey. The Task Force members will continue to evaluate the results and move forward accordingly.

ELDD Quality & State Participation Task Force

Members:

Megan Certo, Indiana, Chair

Charles Harvey, Nevada

Jason Kaiser, California

Kayla Karpp, Florida

Cynthia Potter, Pennsylvania

Debbie Ragan, North Carolina

Corie Tillman Wolf, Virginia

FSBPT Board Liaison: Adrienne Price

The charge of the ELDD Quality & State Participation Task Force is to explore ways to improve the quality and increase jurisdiction participation in the Examination, Licensure, and Disciplinary Database (ELDD). The Task Force will identify real and perceived barriers to participation and best practices for full participation. In addition, the Task Force will develop a strategy to promote better jurisdictional participation in the ELDD. The membership of the Task Force reflects a mixture of board members and board staff.

Some initial perceived barriers identified by the Task Force include technology, cost, time and knowledge of board staff, and legal/legislative authority, including licensee privacy issues. The work of this Task Force was not completed at the end of 2021, so the Board of Directors continued the Task Force into 2022. Since last year's Delegate Assembly, the Task Force has worked on developing a participation tool to replace the star-rating system. The new ratings are known as the Consumer Protection Rating (CPR) and measure board participation in three key areas: Use of FSBPT ID, Sharing of Licensure Data, and Sharing of Disciplinary Data. A draft of the CPR ratings for the jurisdictions represented on the Task Force was shared at the 2022 LIF meeting.

Council of Board Administrators Annual Report

Purpose

FSBPT created the Council of Board Administrators (CBA) via the bylaws to provide its members a forum to share information relevant to board functions, regulatory practices, practice standards and issues, licensing processes and security, and enforcement issues in the practice of physical therapy. Membership is open to currently or formerly employed administrative staff personnel assisting our fifty-three Member Boards.

CBA Leadership

Chair: Michelle Sigmund-Gaines, Oregon

Vice Chair: Karen Gordon, Texas

CBA Nominating Committee: Michelle Sigmund-Gaines, Oregon, Karen Gordon, Texas, and Scott Majors, Kentucky

Participation in FSBPT Activities

CBA members have participated in and continue to participate in all facets of FSBPT. One position on the Board of Directors is designated for a current administrator of a Member Board. Below are other examples of administrative staff participation in FSBPT.

Annual Meeting

2021: Met virtually on October 21 (CBA Forum)

- Twenty-eight administrators attended the meeting
- Elected the following officer for 2022:
 - CBA Chair: Michelle Sigmund-Gaines, Oregon
- Education
 - Presentation – The Ins and Outs of the PT Compact for Compact and Non-Compact States
 - Jurisdiction Highlights and Discussion – Administrators shared updates from their jurisdictions and discussed topics of common interest, including telehealth and license verification. This was an opportunity to learn from other administrators by asking questions and sharing issues, experiences, and best practices.

Leadership Issues Forum

The Leadership Issues Forum was held on July 23-24, 2022, in Alexandria, Virginia. This meeting provides our leaders with an overview of the topics and projects that are currently on the “front burner” for FSBPT. Twenty-four administrators attended this meeting.

Board Member & Administrator Workshop

The Board Member & Administrator Workshop was held virtually on February 11-13, 2022, and again on August 19-21, 2022. This workshop provides an in-depth understanding of the role of a regulatory board member or staff person in protecting the consumers of physical therapy services. Sixteen administrators attended this training.

Committees and Task Forces

FSBPT committees and task forces that currently have administrators as members:

- Continuing Competence Committee
 - Missy Anthony, Ohio
 - Laurie Kendall-Ellis, Maryland
 - Jessica Alwell, Louisiana
- Education Committee
 - Michelle Sigmund-Gaines, Oregon
 - Karen Gordon, Texas
 - Venus Vendoures Walsh, Iowa

- Erin DeTomaso, Minnesota
- Ethics and Legislation Committee
 - Michelle Sigmund-Gaines, Oregon
- Excellence in Regulation Committee
 - Michelle Sigmund-Gaines, Oregon
- Sexual Misconduct and Boundaries Committee
 - Sherri Paru, Oregon
- Close Relations Task Force
 - Charlotte Martin, Louisiana
- ELDD Quality and State Participation Task Force
 - Kayla Karpp, Florida
 - Debbie Ragan, North Carolina
 - Corie Tillman Wolf, Virginia
 - Jason Kaiser, California
 - Charles Harvey, Nevada

Respectfully submitted,
Adrienne Price
Director, FSBPT Board of Directors

2022 Candidate Statements
Federation of State Boards of Physical Therapy

Candidate for President Position: Ellen Donald



Current and past work experience:

- Assistant Professor, Florida Gulf Coast University, Fort Myers, FL (1996–present)
- Director of Transitional DPT Program, Florida Gulf Coast University, FL (2018–present)
- Department Chair, Physical Therapy and Human Performance, Florida Gulf Coast University, Fort Myers, FL (1996–2007)
- Assistant Dean of College of Health Professions, and Director of the School of Community Health and Biomedical Sciences, Florida Gulf Coast University, Ft Myers, FL (2001–2003)
- Contract Pediatric Physical Therapist, Fort Myers, FL (2012–present)
- Director of Clinical Education and Instructor, University at Buffalo, Buffalo, NY (1993–1996)
- Staff Physical therapist, Children’s Hospital of Buffalo, Buffalo, NY (1990–1993)
- Staff Physical Therapist, Language Development Program, Tonawanda, NY (1989–1990)
- Contract Physical Therapist, Long-Term Care facilities and home care, MA, NY (1988–1990)
- Clinical Manager of Rehabilitation, VNA of Greater Salem, Salem, MA (1987–1988)
- Staff Physical Therapist, Beverly Hospital, Beverly, MA (1985–1987)

Licensure experience:

- Member, Florida Board of Physical Therapy (January 2017–present)
- Experience as licensed physical therapist in three states during my 33-year career (MA, NY, FL)
- Advised hundreds of students in the licensure process during my 28-year teaching career
- Experienced in Foreign Educated candidates for licensure through FCCPT Quality Review Committee (2014–present) and FCCPT Bridge Program Task Force (2017–present)

FSBPT experience pertinent to position:

- Director, FSBPT Board of Directors (2018–present)
- Board Liaison, Exam Committees & Boundaries Violations Committee
- Member and Committee Chair, Item Bank Review Committee (6 years)
- Finance Committee (2015–2018)
- Item Writer for NPTE, Jurisprudence Exams, JAM (multiple years)
- Item Bank Clean Up meeting participant (multiple years)
- Exam Committee Leadership Meetings (3 years)
- Leadership Issues Forum and Annual Meeting participant/speaker/delegate (multiple years)
- NPTE Summit participant 2011

Other experience pertinent to position (e.g., same position with another organization):

- Clinical and academic leadership positions have enabled me to lead groups in rich discussion and consensus building, develop and manage budgets, develop strategic plans, lead accreditation/assessment process, supervise/assess personnel, create/evaluate PT and PTA curricula and develop strong communication skills.
 - Doctoral work and professional experience in the area of test construction/assessment has provided me a strong foundation for understanding the complexities of licensure/certification testing and credentialing processes.
 - Long-standing history of service and volunteerism in professional and community organizations
 - Outstanding Service award (FSBPT) 2013
-

Candidate Statement:

It would be an honor to serve as the President of the Board of Directors for the FSBPT. My service on the Board has provided me the opportunity to actively contribute to the organization's mission and work with a diverse team of individuals. My varied experiences with the FSBPT over the past 22 years bring me tremendous insight into the numerous functions of the organization. There is never a time where members of the Board of Directors, FSBPT staff, and committee volunteers have demonstrated anything but excellence in their work. This high standard to promote excellence in PT regulation is what keeps me dedicated to the work of the FSBPT and its members. Serving in the Director I position has allowed me to contribute my natural leadership skills and demonstrate the ability to listen to varying viewpoints while respectfully challenging ideas. I possess strengths in leading groups, welcoming rich discussion, and building consensus. I enjoy outward-facing activities and find it easy to build relationships with people and organizations. My style of communication is honest, straightforward and brings fresh ideas. My extensive professional relationships provide me the opportunity to hear the important issues that exist in the physical therapy regulatory community. I understand the importance of including key stakeholders in decision making, and the need to constantly evaluate an organization and its functions to remain nimble and mission-focused. There are many challenges facing regulatory boards and the FSBPT Board of Directors must remain connected to member boards for support and mutual information sharing. Leadership is an act of service to the constituents that an organization serves. I appreciate your consideration for the position of President of the FSBPT Board of Directors.

Candidate for President Position: David Relling



Current and past work experience:

I am currently the associate dean for health sciences and professor in the department of physical therapy at the University of North Dakota in Grand Forks, ND. I was program director/chair from 2014 to 2021. I have been a physical therapist since 1991 with experience in acute care, outpatient, cardiac rehabilitation, and long-term care.

Licensure experience:

I served on the North Dakota board of physical therapy for two full terms from 2010 to 2020. During that time, I was able to assist with changes to the practice act, rules, and regulations. We also revised our jurisprudence exam and joined the PT Compact.

FSBPT experience pertinent to position:

I am currently the Vice President of the FSBPT Board of Directors. I have been on the BOD since 2010 as a director or VP. As a member of the BOD, I have participated in LIF, Annual Meeting, NPTE standard setting, NPTE practice analysis, budgeting, strategic planning, bylaws changes, and oversight of King West and HRR1. I have been a liaison to FCCPT and the PT Compact along with the exam committees and multiple jurisdictions.

Other experience pertinent to position (e.g., same position with another organization):

As a former program director and current associate dean, I have some experience in leading meetings and groups of individuals.

Candidate Statement:

I am honored to be considered by the nominating committee for the position of President on the BOD of the Federation of State Boards of Physical Therapy. FSBPT is an organization of exceptional individuals, dedicated to achieving the mission of protecting the public. I am grateful and humbled to have the opportunity to interact, learn from, and serve the many people associated with the member jurisdictions and their Federation.

My experiences with FSBPT began as an item writer and progressed to an appointment as an exam development committee member and eventual co-chair. The experience with the exam exposed me to valuable information about developing items and exams, standard setting, and exam security. As a member of the Board of Directors, I have used my NPTE knowledge during the practice analysis and adoption of the 2018 exam content outlines along with issues around exam security. While I am from a less populated jurisdiction, my experiences of serving two terms on the North Dakota Board of Physical Therapy, FSBPT BOD director and vice president, liaison to FCCPT, and ex officio member of the Physical Therapy Compact Commission have provided an understanding of the complexity of issues facing member jurisdictions in regulating the profession of physical therapy. I have appreciated the many learning opportunities through jurisdictional board training, strategic planning, the Leadership Issues Forum, and the Annual Meeting to engage board administrators and jurisdictional board members in conversations to understand the variety of issues facing regulatory bodies.

I believe that the characteristics of integrity, hard work, humility, and accountability are integral to an effective leader of FSBPT. I believe my interactions with members, volunteers, staff, and leadership have demonstrated these characteristics during my previous service for FSBPT. I truly appreciate your consideration of me for the position of President on the BOD of the Federation of State Boards of Physical Therapy.

Candidate for Vice President Position: Megan Certo



Current and past work experience:

- Physical Therapist, Acute inpatient rehabilitation with a focus on neurological injury: Rehabilitation Hospital of Indiana, Indianapolis, IN (2013– present)
- Physical Therapist, Skilled Nursing Facility/Long-Term Care: Peoplefirst Rehab/Kindred Rehab Services, Greenwood, IN (2006–2013)
- Physical Therapist/Team Leader Mentor, Inpatient acute rehabilitation: Tx:Team, Indianapolis, IN (2003– 2006)
- Physical Therapist/Wound Care Supervisor, Inpatient/outpatient wound management and medical/surgical inpatient therapy: Greater Lafayette Health Services, Inc., Lafayette, IN (2001– 2003)

Licensure experience:

- Appointed to the Indiana Physical Therapy Licensing Committee (now PT Board) in December 2005
- Elected Chair of the Indiana Physical Therapy Board in 2013 and have served as Chair from 2013 to present
- Physical Therapy Licensing Committee Probation Supervisor (2005–2015)
- Physical Therapy Licensing Committee/PT Board Liaison to Office of the Attorney General (2014–present)
- Assisted in drafting rules and regulations in Indiana for Continuing competency; direct access; transition from Committee of the Medical Board to independent Physical Therapy Board; PT Practice Act revisions; NPTE attempt limits; and PT Compact/telehealth

FSBPT experience pertinent to position:

- Indiana Delegate or Alternate Delegate (2008, 2009, 2012, 2013, 2015–2020)
- Facilitator, Board Chair Forum, FSBPT Annual Meeting (2016–2019)
- Member, NPTE Eligibility Task Force (2013)
- Chair, FSBPT Membership Satisfaction Survey Task Force (2018)
- Chair, ELDD Quality & State Participation Task Force (2021–present)
- Member, FSBPT Finance Committee (2021–present)
- FSBPT Annual Meeting presentations (2019 and 2021)

Other experience pertinent to position (e.g., same position with another organization):

- Member, Our Lady of Lourdes School Commission (2017–present); elected Chair (2019–2022)
- Chair, Our Lady of Lourdes School PTO (2017–2022)
- Member, Our Lady of Lourdes Parish-Pastoral Council (2019–2022)
- Treasurer, Cub Scout Pack 8 (2015–present)

Candidate Statement:

When I was appointed to the PT Board in 2005, I had only 5 years of clinical experience as a therapist. I was unsure of myself but trusted that those whom I worked with and for saw something in me that was right for that position. Since then, I have grown in confidence and leadership ability with each new challenge set before me. Nevertheless, after 16 years on the Board, I admit that I was still a little surprised when I was approached by the Nominating Committee for this role.

While I was honored to be considered and aware that I had plenty of leadership experience, I needed a little push to recognize my own potential and to reach outside my comfort zone. Never one to back down from a challenge, I accepted this nomination wholeheartedly and committed myself to fulfilling the expectations of this position. Outside of my role as a regulator, I am just a regular staff PT, a wife and mom of four, and an unapologetic volunteer. I love FSBPT and all the amazing staff and volunteers! I have rarely felt more inspired than when I am together with my regulatory peers at FSBPT. My hope is that, if elected, I can help this organization and the regulators who make it extraordinary realize and achieve their full potential. I know that together, we can do amazing things! Sometimes, all we need is a little push! And that is a challenge from which I promise to never back down!

Candidate for Vice President Position: Michele Thorman



Current and past work experience:

I have had a rich career practicing in a wide spectrum of health care organizations (federal, not for profit faith based, private practice, academia, and my community). My path has been enriched by the satisfaction of caring for patients and leading professionals, consistent with the mission of each organization and personal values.

- University of Wisconsin-La Crosse PT Program
 - Clinical professor emeritus
 - Program director and director of clinical education
 - Served on multiple department, university, and system committees
- Extensive engagement with the Wisconsin Physical Therapy Examining Board, FSBPT, and CAPTE (2002–2019)
- Serve as standardized patient for Health Profession programs emphasizing affective behaviors feedback and provide invited lectures to PT students (2019–present)
- MJ Care, Inc.: Vice President of Skilled Nursing and Assistant Living Facilities (1993–2002)
- St. Joseph’s Hospital: Director of Physical Therapy Services (1989–1993)
- Zablocki Veterans Administration Medical Center: progressive clinical and leadership roles (1978–1989)

Licensure experience:

- Wisconsin Physical Therapy Examining Board
 - Member (2009–2012)
 - Chair (2012–2016)
 - Participated in extensive rules revision process following enactment of significant changes to PT practice act

FSBPT experience pertinent to position:

- Sexual Misconduct and Boundaries Committee (2022–present)
- Continuing Competence Committee (member: 2015–2017; chair: 2017–2021)
- Board Member and Administrator Training (attended 2010 and 2022)
- International Network of Physiotherapy Regulatory Authorities 2019 Conference (presenter)
- President’s Award recipient (2018)
- International think tank on prevention of public risks and harms (attended 2016)
- Wisconsin Delegate to Delegate Assembly (2010, 2013, 2014)
- National Physical Therapy Exam Task Force (2010)

Other experience pertinent to position (e.g., same position with another organization):

- APTA – Wisconsin
 - Board of Directors (1995–1997)
 - Vice President (1997–2001)
 - Chapter President (2001–2007)
- University of Wisconsin-La Crosse Foundation
 - Recipient, Otto Cordero Lifetime Achievement Award for Service to the Board of Directors (2017)
 - Scholarship Committee Chair (2008–2016)
 - Investment Committee (2007–2009)
 - Executive Committee (2008–2016)
- YMCA LIVESTRONG instructor – promote fitness and wellness for cancer survivors (2019–present)
- Member of local dragon boat team advocating wellness for breast cancer survivors (2017–present)

Candidate Statement:

Life is filled with unanticipated opportunities! I had a “more comfortable” path planned to contribute to FSBPT but the urging of valued mentors to seek candidacy for the office of Vice President challenged my thinking. After careful discernment, I am wholly committed to embarking this new path with your support. Why? Because service is the work of

the soul and professional service has long been the work of my soul. It is how I chose to pay forward the gifts my patients, students, mentors, and peers have freely given me over a blessed career. This is the season in my life to harness my energy in service to the FSBPT.

I retired from my academic position in 2019 but not from our beloved profession. I have the luxury of time, good health, and the passion to serve. The FSBPT is a strong membership-driven organization with a highly effective BOD and outstanding staff. It remains faithful to its mission and is an excellent steward of its human and financial resources. I will strive to contribute my strengths of collaboration, communication, leadership, and followership to help sustain the FSBPT's success. I will seek to apply the lessons learned from service on the WI Physical Therapy Examining Board, Continuing Competence Committee leadership, APTA-WI leadership, involvement in charitable foundations and community service. I will do so with integrity, humility and yes, even humor ... because service is the work of my soul. Thank you for reviewing the information provided in this document. My thanks to the Nominating Committee and the FSBPT membership for your service and for considering my candidacy for the office of Vice President. I wish you continued success in the important work you do.

Candidate for Nominating Committee Member Position: Robert Friberg



Current and past work experience:

- Currently and previously served as faculty at:
 - Indiana Wesleyan University
 - Philadelphia College of Osteopathic Medicine
 - Hardin Simmons University
 - UTHSC at San Antonio
 - University of Oklahoma
 - Des Moines University
- Private practice in orthopedics

Licensure experience:

- Licensed as a physical therapist in Georgia and Indiana
- Previously licensed in Texas, Oklahoma, and Iowa
- Licensed as a Licensed Professional Counselor in Georgia (current) and Texas (previous)

FSBPT experience pertinent to position:

- NPTE item writer since 2007
- Practice Review Tool – General Task Force (2008)
- Practice Review Tool – Ortho Task Force (2010)
- Education Committee (2010–2012; 201–2015)
- Boundary Violations Task Force (2000–present)
- Item Writer Coordinators Task Force (2017–2019)
- Practice Analysis Oversight Panel 2016-2017 Task Force (2016)
- Exam Development Committee – PT (2013–2015)
- Item Writing Task Force (2011–2012)

Other experience pertinent to position (e.g., same position with another organization):

Experiences with many people in many different roles leading to knowledge of the positive attributes of a variety of people interested in service to FSBPT.

Candidate Statement:

Thank you for the opportunity to be considered for the Nominating Committee. Since the beginning of my relationship with the FSBPT over 13 years ago, I wholeheartedly support the mission and values of the organization. I have gained much personally and professionally in the many unique opportunities to serve and am committed to giving back whenever possible. Having been associated with FSBPT for an extended period of time informs me in important ways relevant for the Nominating Committee. First, I have a historical perspective which is valuable in recognizing the needs of the organization and the necessary characteristics of those serving in leadership positions. Second, serving on many different committees with many talented people I am aware of those who can potentially add significant value to FSBPT. I believe these relationships will benefit identifying and recruiting excellent candidates for leading this organization in the future. Again, I am honored to be considered. Please contact me if you have additional questions or need more information.

Candidate for Nominating Committee Member Position: Flora Muñoz Rivera



Current and past work experience:

- Owner of Industrial Physical Therapy Services for past 30 years

Licensure experience:

- Puerto Rico Physical Therapy Board
 - Initially appointed in 2015
 - Current President of the Board

FSBPT experience pertinent to position:

- Attended Jurisdiction Board Member & Administrator Training (2015)
 - Attended Leadership Issues Forum (2016, 2018, 2019)
 - Puerto Rico's Delegate to the Delegate Assembly (2018–2022)
 - Puerto Rico's Alternate Delegate to the Delegate Assembly (2016, 2017)
-

Candidate Statement:

I do not have experience working in a nominating committee, but I'm willing to learn the responsibilities of the position. I like to know new persons and learn from their experience.

Mission, Vision, and Areas of Focus

Mission

To protect the public by providing service and leadership to promote safe and competence physical therapy practice.

Vision

State licensing boards and their Federation of State Boards of Physical Therapy will achieve a high level of public protection through a strong foundation of laws and regulatory standards in physical therapy, effective tools and systems to assess entry-level and continuing competence, and public and professional awareness of resources for public protection.

Areas of Focus

- I. *Examination Goals*
Ensure the ongoing excellence, reliability, defensibility, security and validity of the NPTE and related examinations.
- II. *Membership Goals*
Enhance the Federation's value to its membership by developing and maintaining programs and services responsive to membership needs.
- III. *States' Rights, States' Responsibilities and Professional Standards Goals*
Identify and promote effective regulation in physical therapy that ensures the delivery of safe and competent physical therapy care, while respecting states' rights and responsibilities.
- IV. *Education Goals*
Provide and promote educational programs and products for board members, administrators, the public, and other stakeholders.
- V. *Leadership Goals*
Broaden the Federation's leadership role and recognition within the regulatory, professional and related communities.
- VI. *Organizational and Financial Stability Goals*
Ensure the long-term organizational and financial stability and viability of the Federation.

Federation of State Boards of Physical Therapy
Delegate Assembly Minutes
October 23, 2021
4:00 p.m. – 5:22 p.m. ET
Via Webinar

I. Call to Order

President Nancy Kirsch called the annual meeting of the Federation of State Boards of Physical Therapy to order at 4:00 PM ET, October 23, 2021.

II. Roll Call of Delegates – Thomas Caldwell, Secretary

Secretary Thomas Caldwell called the roll. A total of 48 jurisdictions were present. The five jurisdictions not present were Delaware, Maine, Massachusetts, Rhode Island, and South Dakota.

III. Adoption/Reordering of Agenda

IV. State of the Federation – Nancy Kirsch, President

V. 2020 Minutes

The minutes of the 2020 meeting were approved by the Minutes Approval Committee: Joshua Greer (Arizona); Rebecca Holsinger (Maryland); and Tom Pennington (Kentucky). No further action is required.

VI. Appointment of the 2021 Minutes Approval Committee

President Kirsch appointed the following delegates to approve the 2021 Delegate Assembly minutes.

- Bernardine Evans, District of Columbia
- Dorothy Gaskin, Georgia
- Flora Muñoz Rivera, Puerto Rico

VII. CEO Report – William A. Hatherill

VIII. Appointment of the 2021 Teller Committee

President Kirsch appointed the following people to the Teller Committee.

- Karen Gordon, Texas
- Laurie Kendall-Ellis, Maryland
- Charlotte Martin, Louisiana

IX. Elections

Elections were conducted for the following positions via Election Buddy.

- Secretary
- Treasurer
- Director 1
- Nominating Committee Member

X. 2021 Award Recipients

XI. Financial Information and Reports – Ruggie Canizares, Treasurer, and Nancy Kirsch, President

XII. Other Reports

Standing Committees, Task Forces and Councils

Committee/Task Force/Council

- Continuing Competence Michele Thorman, Chair

- Education Cindy Potter, Chair
- Ethics and Legislation Kirk Peck, Chair
- Examination Chairs (overall report)
- Task Forces (overall report)
- Nominating Sherri Paru, Chair
- Resolutions Crystal Ostlind, Chair
- Council of Board Administrators Adrienne Price, FSBPT Director

XIII. Election Results

Secretary

Tina Baum, South Dakota

Cynthia Potter, Pennsylvania

Based on the votes cast, the Presiding Officer declared Cynthia Potter elected Secretary.

Treasurer

Ruggie Canizares, Oregon

Steven Scherger, Minnesota

Based on the votes cast, the Presiding Officer declared Ruggie Canizares re-elected Treasurer.

Director 1

Ellen Donald, Florida

Elizabeth Locke, Virginia

Based on the votes cast, the Presiding Officer declared Ellen Donald re-elected Director 1.

Nominating Committee Member

Ron Barredo, Tennessee

Deborah Richardson-Peter, Virgin Islands

Based on the votes cast, the Presiding Officer declared Ron Barredo the newly elected member of the Nominating Committee.

XIV. Motions (See Attachment A for complete motions)

DEL-21-01, Bylaws Revisions – adopted

DEL-21-02, Areas of Focus – adopted

DEL-21-03, Rescind Requirement for Annual Review of Areas of Focus – adopted

DEL-21-04, Increase FSBPT Board of Directors Stipends – adopted

XV. New Business

XVI. Installation of New Officers, Directors, and Nominating Committee Member – Thomas Caldwell, Secretary

XVII. Announcements

XVIII. Adjournment

President Kirsch adjourned the meeting at 5:22 PM ET.

**Federation of State Boards of Physical Therapy
Delegate Assembly Minutes
October 23, 2021**

Attachment A

DEL-21-01

Motion Adopted

Bylaws revisions

Proposed by: Board of Directors

Vote Required: Two-thirds

Motion:

To update the bylaws [*see attached document with redline changes*] so that: the purpose of meetings of the FSBPT and roles of the Delegates are clarified across the Leadership Issues Forum, Annual Meeting, and Delegate Assembly; the annual elections will be held online; and that submission of reports is annually without a specific requirement to be reported in conjunction with a meeting.

Rationale:

FSBPT has three meetings per year for the Delegates. The purposes of the three meetings and the Delegates roles at those meetings need to be clarified. The proposed bylaws specify the three meetings are: the Annual Meeting, the Delegate Assembly and the Leadership Issues Forum. The current bylaws do not identify the Leadership Issues Forum nor do they make clear that the Delegate Assembly and Annual Meeting are separate meetings with different purposes.

In regard to online elections, by moving toward an online model where there is a voting window for a period of days, it allows all jurisdictions, even those whose delegates cannot be present at the Annual Meeting, to participate in elections.

Currently various committee reports, council reports and the audit report are specifically designated to be shared with the membership at the Delegate Assembly. By making the requirement simply an annual report, versus tied to a meeting, there is flexibility in the case that one of those meetings is not held. This bylaw change ensures members will receive the reports on an annual basis regardless of the occurrence of a specific meeting. It is still the Board of Directors' intent to prepare and submit the committee, council and audit reports at one time for the membership to review.

Reference Area of Focus:

Organizational and Financial Stability

Fiscal Impact:

The adoption of this motion has no fiscal impact.

Current Bylaws	Proposed Bylaws Amendments	Rationale for Change
Article I. Name	Article I. Name	
The name of this organization is the Federation of State Boards of Physical Therapy, hereinafter referred to as the Federation.	The name of this organization is the Federation of State Boards of Physical Therapy, hereinafter referred to as the Federation.	
Article II. Purpose and Key Functions	Article II. Purpose and Key Functions	
Section 1. Purpose	Section 1. Purpose	
The purpose of the Federation is to protect the public by providing service and leadership to promote safe and competent physical therapy practice.	The purpose of the Federation is to protect the public by providing service and leadership to promote safe and competent physical therapy practice.	
Section 2. Key Functions	Section 2. Key Functions	
Develop and maintain a valid reliable licensing exam.	A. Develop and maintain a valid reliable licensing exam.	
Collect and disseminate information relevant to physical therapy regulation.	B. Collect and disseminate information relevant to physical therapy regulation.	
Identify and promote desirable and reasonable uniformity in physical therapy regulatory standards and practices.	C. Identify and promote desirable and reasonable uniformity in physical therapy regulatory standards and practices.	
Promote desirable and reasonable uniformity in determining foreign education equivalency.	D. Promote desirable and reasonable uniformity in determining foreign education equivalency.	
Provide educational programs on licensure and regulation in the practice of physical therapy.	E. Provide educational programs on licensure and regulation in the practice of physical therapy.	
Promote consumer protection through research and development of examination methodology.	F. Promote consumer protection through research and development of examination methodology.	

Article III. Membership	Article III. Membership	
Section 1. Classes and Qualifications	Section 1. Classes and Qualifications	
All members will comply with the Bylaws of the Federation, promote the purpose and key functions of the Federation and pay the required dues; and in addition, members in the various classes shall meet the following qualifications.	All members will comply with the Bylaws of the Federation, promote the purpose and key functions of the Federation and pay the required dues; and in addition, members in the various classes shall meet the following qualifications.	
A. Member Board	A. Member Board	
Is a United States jurisdictional body or other entity, composed of physical therapists and others, appointed or elected to such body, and authorized by statute or regulation to provide or assist in the administration or regulation of the practice of physical therapy.	1. Is a United States jurisdictional body or other entity, composed of physical therapists and others, appointed or elected to such body, and authorized by statute or regulation to provide or assist in the administration or regulation of the practice of physical therapy.	
Uses the licensing examinations provided by the Federation as contracted by the jurisdiction.	2. Uses the licensing examinations provided by the Federation as contracted by the jurisdiction.	
B. Affiliate Member	B. Affiliate Member	
Is a physical therapy regulating body or association of physical therapy regulating bodies of another country.	Is a physical therapy regulating body or association of physical therapy regulating bodies of another country.	
C. Associate Member	C. Associate Member	
Is a former member or administrator of a Member Board, a former member of the Board of Directors, a former committee or task force member or a member of the Academy of Advanced Item Writers.	Is a former member or administrator of a Member Board, a former member of the Board of Directors, a former committee or task force member or a member of the Academy of Advanced Item Writers.	
D. Honorary Member	D. Honorary Member	
1. Is an individual who has contributed to the Federation in significant ways.	1. Is an individual who has contributed to the Federation in significant ways.	
2. Was ratified by a two-thirds vote of the Federation Delegates at an Annual Meeting prior to 2002.	2. Was ratified by a two-thirds vote of the Federation Delegates at an Annual Meeting prior to 2002.	

Section 2. Rights of Members	Section 2. Rights of Members	The changes clarify the purpose of the section, which is to define the members' specific participation in the Delegate Assembly.
A. To attend meetings of the Federation:	A. To attend meetings of the FederationDelegate Assembly:	
1. Member Boards Delegates.	1. Member Boards Delegates.	
2. Associate Members.	2. Associate Members.	
3. Affiliate Members.	3. Affiliate Members.	
4. Honorary Members.	4. Honorary Members.	
	5.	
B. To speak and debate:	B. To speak and debate <u>in meetings of the Delegate Assembly:</u>	
1. Member Board Delegates.	1. Member Board Delegates.	
2. Associate Members.	2. Associate Members.	
3. Affiliate Members.	3. Affiliate Members.	
4. Honorary Members.	4. Honorary Members.	
5. Members of the Board of Directors.	5. Members of the Board of Directors.	
C. To make motions:	C. To make motions:	
1. Member Boards - through Delegate representation.	1. Member Boards - through Delegate representation.	
2. Members of the Board of Directors.	2. Members of the Board of Directors.	
D. To make nominations:	D. To make nominations:	
1. Nominating Committee.	1. Nominating Committee.	
2. Member Boards - through Delegate representation.	2. Member Boards - through Delegate representation.	
E. To vote:	E. To vote:	
Member Boards - through Delegate representation.	Member Boards - through Delegate representation.	

Section 3. Termination of Membership	Section 3. Termination of Membership	
A. Voluntary	A. Voluntary	
Membership may be terminated at any time by action of the Member communicated to the Federation in writing.	Membership may be terminated at any time by action of the Member communicated to the Federation in writing.	
B. Involuntary	B. Involuntary	
1. Unless dues have been postponed at the discretion of the Board of Directors, membership will be terminated if dues are delinquent more than 90 days.	1. Unless dues have been postponed at the discretion of the Board of Directors, membership will be terminated if dues are delinquent more than 90 days.	
2. Membership will be terminated for Cause (as defined in Section 1.I of the Standing Rules) if ordered by a unanimous vote of the full membership of the Board of Directors. The decision is subject to appeal to the Delegate Assembly.	2. Membership will be terminated for Cause (as defined in Section 1.I of the Standing Rules) if ordered by a unanimous vote of the full membership of the Board of Directors. The decision is subject to appeal to the Delegate Assembly.	
3. If termination is ordered, the Secretary will notify the member by certified mail within ten days of such action.	3. If termination is ordered, the Secretary will notify the member by certified mail within ten days of such action.	
Section 4. Reinstatement	Section 4. Reinstatement	
A. A Member, whose membership has been involuntarily terminated for non-payment of dues, will be eligible for reinstatement upon payment of current dues.	A. A Member, whose membership has been involuntarily terminated for non-payment of dues, will be eligible for reinstatement upon payment of current dues.	
B. A Member, whose membership has been terminated for Cause, may reapply and be admitted to membership if the reason for termination has been corrected to the satisfaction of the Board of Directors.	B. A Member, whose membership has been terminated for Cause, may reapply and be admitted to membership if the reason for termination has been corrected to the satisfaction of the Board of Directors.	

Article IV. Finance	Article IV. Finance	
Section 1. Fiscal Year	Section 1. Fiscal Year	
The Fiscal Year of the Federation shall be January 1 through December 31.	The Fiscal Year of the Federation shall be January 1 through December 31.	
Section 2. Dues	Section 2. Dues	
The Delegate Assembly will establish the annual dues, which will be delinquent if not paid by January 15 of each year unless postponed by the Board of Directors.	The Delegate Assembly will establish the annual dues, which will be delinquent if not paid by January 15 of each year, unless postponed by the Board of Directors.	
Section 3. Assessments	Section 3. Assessments	
Assessments may be levied by a majority vote of Delegates voting at a Federation meeting, previous notice having been sent to Member Boards at least 45 days prior to the meeting.	Assessments may be levied by a majority vote of Delegates voting at a Federation meeting, previous notice having been sent to Member Boards at least 45 days prior to the meeting.	
Section 4. Finances	Section 4. Finances	
A. Budget	A. Budget	
The Board of Directors will adopt an annual budget, which will be circulated to the membership prior to the beginning of the fiscal year.	The Board of Directors will adopt an annual budget, which will be circulated to the membership prior to the beginning of the fiscal year.	
B. Authority to Expend and Disperse Money	B. Authority to Expend and Disperse Money	
No officer, director, committee or employee of the Federation will have the right or authority to expend any money of the Federation, to incur any liability in its behalf or to make any commitment which binds the	No officer, director, committee or employee of the Federation will have the right or authority to expend any money of the Federation, to incur any liability in its behalf or to make any commitment which binds the	

Federation to any expense or financial liability, unless such expenditure, liability or commitment has been incorporated in the budget or the Board of Directors has made an appropriation or has approved a policy to pay same.	Federation to any expense or financial liability, unless such expenditure, liability or commitment has been incorporated in the budget or the Board of Directors has made an appropriation or has approved a policy to pay same.	
C. Audit	C. Audit	
The financial records of the Federation will be audited by an independent certified public accountant annually. The audit report will be presented to the Board of Directors when the report is received and to the Delegate Assembly at its Annual Meeting.	The financial records of the Federation will be audited by an independent certified public accountant annually. The auditor's report will be presented <u>provided</u> to the Board of Directors when the report is received and to the Delegate Assembly at its Annual Meeting <u>Member Boards annually.</u>	To allow for the potential of a year without a Delegate Assembly meeting, the audit reporting procedure has been modified to ensure Member Boards receive copies of the annual auditor's report.
Article V. Officers and Board of Directors	Article V. Officers and Board of Directors	
Section 1. Officers	Section 1. Officers	
A. Officers	A. Officers	
The Officers of the Federation shall be the President, Vice President , Secretary and Treasurer.	The Officers of the Federation shall be the President, Vice President, Secretary and Treasurer.	
B. Qualifications of Officers	B. Qualifications of Officers	
1. The offices of President and Vice President will be a current or past member of a Member Board or current or past administrator of a Member Board.	1. The offices of President and Vice President will be a current or past member of a Member Board or current or past administrator of a Member Board.	
2. The offices of Secretary and Treasurer will be a member of a Member Board, administrator of a	2. The offices of Secretary and Treasurer will be a member of a Member Board, administrator of a	

Member Board, or an Associate Member.	Member Board, or an Associate Member.	
3. No Officer will have a Conflict of Interest as defined in Section 1J of the Standing Rules.	3. No Officer will have a Conflict of Interest as defined in Section 1J of the Standing Rules.	
Section 2. Board of Directors	Section 2. Board of Directors	
A. Composition	A. Composition	
The Board of Directors will consist of the Officers of the Federation and four Directors.	The Board of Directors will consist of the Officers of the Federation and four Directors.	
B. Qualifications of Directors	B. Qualifications of Directors	
1. One Director will be a current member of a Member Board at the time of the election.	1. One Director will be a current member of a Member Board at the time of the election.	
2. One Director will be a current administrative staff of a Member Board.	2. One Director will be a current administrative staff of a Member Board.	
3. One Director will be a member of a Member Board, administrator of a Member Board, or an Associate Member.	3. One Director will be a member of a Member Board, administrator of a Member Board, or an Associate Member.	
4. One Director will be a public member.	4. One Director will be a public member.	
5. No Director will have a Conflict of Interest.	5. No Director will have a Conflict of Interest.	
C. Duties. The Board of Directors will:	C. Duties. The Board of Directors will:	
1. Have general supervision of the affairs of the Federation.	1. Have general supervision of the affairs of the Federation.	
2. Conduct business of the Federation on behalf of the Federation.	2. Conduct business of the Federation on behalf of the Federation.	
3. Conduct business referred to it by the Delegate Assembly.	3. Conduct business referred to it by the Delegate Assembly.	
4. Make appointments as provided in these Bylaws.	4. Make appointments as provided in these Bylaws.	
5. Establish the fees for the National Physical Therapy Examination.	5. Establish the fees for the National Physical Therapy Examination.	
6. Select an independent certified public accountant to prepare the financial audit of the Federation.	6. Select an independent certified public accountant to prepare the financial audit of the Federation.	
7. Review and adopt policies.	7. Review and adopt policies.	
8. Adopt and provide oversight to an annual	8. Adopt and provide oversight to an annual	

budget.	budget.	
9. Perform the duties prescribed by these Bylaws, the Articles of Incorporation, Standing Rules and the Policies.	9. Perform the duties prescribed by these Bylaws, the Articles of Incorporation, Standing Rules and the Policies.	
D. Quorum	D. Quorum	
A majority of the Board of Directors will constitute a quorum.	A majority of the Board of Directors will constitute a quorum.	
Section 3. Elections	Section 3. Elections	
Elections will occur at the Annual Meeting and will be by ballot unless there is only one candidate for an office in which case election may be by voice vote.	Elections will occur at the Annual Meeting and will be by ballot unless there is only one candidate for an office in which case election may be by voice vote.	Elections are now found under Business of the Delegates.
Section 4. Term of Office	Section 4.3. Term of Office	
A. Officers	A. Officers	
1. Officers will be elected for a term of three years or until their successors are elected and assume office.	1. Officers will be elected for a term of three years or until their successors are elected and assume office.	
2. Officers will not serve a third consecutive full term in the same office.	2. Officers will not serve a third consecutive full term in the same office.	
3. Officers will assume office at the close of the Annual Meeting at which the officers are elected.	3. Officers will assume office at the close of the Annual Meeting at which the officers are elected.	
B. Directors	B. Directors	
1. All Directors except the Public Member will be elected for a term of three years or until a successor is elected and assumes office.	1. All Directors except the Public Member will be elected for a term of three years or until a successor is elected and assumes office.	
2. The Director who is a Public Member will be appointed by the Board of Directors and will serve a term of one year. The Public Member will not serve more than ten consecutive terms in this office.	2. The Director who is a Public Member will be appointed by the Board of Directors and will serve a term of one year. The Public Member will not serve more than ten consecutive terms in this office.	
3. Elected Directors will not serve a third	3. Elected Directors will not serve a third	

consecutive full term in the same office.	consecutive full term in the same office.	
4. Elected Directors will assume office at the close of the Annual Meeting at which they are elected.	4. Elected Directors will assume office at the close of the Annual Meeting at which they are elected.	
Section 5. Vacancies in Office	Section 54. Vacancies in Office	
A. President	A. President	
The Vice President will fill a vacancy occurring in the office of President for the remainder of the unexpired term.	The Vice President will fill a vacancy occurring in the office of President for the remainder of the unexpired term.	
B. Officers	B. Officers	
A vacancy occurring in the position of an Officer other than the President between meetings of the Delegate Assembly may be filled by appointment by the Board of Directors. The appointee will serve for the remainder of the unexpired term.	A vacancy occurring in the position of an Officer other than the President between meetings of the Delegate Assembly may be filled by appointment by the Board of Directors. The appointee will serve for the remainder of the unexpired term.	
C. Directors	C. Directors	
A vacancy occurring in the position of the Director between meetings of the Delegate Assembly may be filled by appointment by the Board of Directors. The appointee will serve for the remainder of the unexpired term.	A vacancy occurring in the position of the Director between meetings of the Delegate Assembly may be filled by appointment by the Board of Directors. The appointee will serve for the remainder of the unexpired term.	
Section 6. Removal from Office	Section 65. Removal from Office	
Delegate Assembly	A. Delegate Assembly	
An Officer or Director may be removed from office for Cause by a two-thirds vote of the Delegates voting at any meeting of the Delegate Assembly.	An Officer or Director may be removed from office for Cause by a two-thirds vote of the Delegates voting at any meeting of the Delegate Assembly.	
Officers and Board of Directors	B. Officers and Board of Directors	
The Board of Directors may, by a vote of three-quarters of the membership of the Board of Directors, decide that	The Board of Directors may, by a vote of three-quarters of the membership of the Board of Directors, decide that	

an Officer or member of the Board of Directors has a Conflict of Interest; has become incapacitated and unable to fulfill his/her duties; or has engaged in conduct constituting Cause. In that event, the Officer or member will be removed or, in the case of Conflict of Interest, resolve the Conflict of Interest to the satisfaction of the Board of Directors. The affected Officer or member of the Board of Directors will not vote on, and may be excluded from the discussion of, the issues. The decision of the Board of Directors is final.	an Officer or member of the Board of Directors has a Conflict of Interest; has become incapacitated and unable to fulfill his/her duties; or has engaged in conduct constituting Cause. In that event, the Officer or member will be removed or, in the case of Conflict of Interest, resolve the Conflict of Interest to the satisfaction of the Board of Directors. The affected Officer or member of the Board of Directors will not vote on, and may be excluded from the discussion of, the issues. The decision of the Board of Directors is final.	
Article VI. Delegate Assembly	Article VI. <u>Business of the Delegates</u>Delegate Assembly	
Section 1. Conduct of Business	Section 1. Conduct of Business	
	<u>FSBPT holds two meetings for the Delegates. A) The Leadership Issues Forum is the venue in which potential motions are discussed among the membership prior to appearing before the Delegate Assembly. B) At the Delegate Assembly, the Delegates formally review, discuss and vote on motions as explained in Section 1B of this Article.</u>	
	A. <u>Elections</u>	
	<u>Delegates will vote on elections online and the results will be announced at the Annual Meeting, at the Delegate Assembly, or as described in Section 5 of this Article.</u>	
A. Delegate Assembly Membership	B. A. Delegate Assembly Membership	
The Delegate Assembly comprises Member Board Delegates and the Board of Directors.	<ol style="list-style-type: none"> <u>The Delegate Assembly will occur annually.</u> <u>The Delegate Assembly comprises Member Board Delegates and the Board of Directors.</u> 	

B. Annual Meeting	B. Annual Meeting	
The Federation will hold an annual meeting of the Delegate Assembly at a time and place determined by the Board of Directors. Member Boards and Council Administrators shall be notified of the meeting not less than 45 days prior to the meeting.	The Federation will hold an annual meeting of the Delegate Assembly at a time and place determined by the Board of Directors. <u>3.</u> Member Boards and Council Administrators shall be notified of the meeting not less than 45 days prior to the meeting.	
	D. Leadership Issues Forum	
	<u>1. The purpose of the Leadership Issues Forum is to provide leadership in regulation, specifically by improving the way physical therapy regulators protect the public.</u>	
	<u>2. The Leadership Issues Forum is the meeting where Member Board Delegates, Board Administrators, committee representatives, and other invited stakeholders provide input to the FSBPT Board of Directors on initiatives and issues for decision making. The Leadership Issues Forum is the meeting where information and data on important issues impacting the regulation of physical therapy are shared and potential motions are discussed before appearing before the Delegate Assembly.</u>	
C. Special Meetings	C. Special Meetings	
A majority of the Member Boards; the President, with approval of the Board of Directors; or three quarters of the membership of the Board of Directors without the approval of the President; may call special meetings of the Delegate Assembly. Member Boards and Council(s) will be notified of a special meeting not less than 14 days prior to the meeting.	A majority of the Member Boards; the President, with approval of the Board of Directors; or three quarters of the membership of the Board of Directors without the approval of the President; may call special meetings of the Delegate Assembly. Member Boards and Council(s) will be notified of a special meeting not less than 14 days prior to the meeting.	
D. Conduct of Business by Mail or Electronically	D. Conduct of Business by Mail or Electronically Online	Online is a more accurate description of this section.
When the Board of Directors or a majority of the Member Boards determine it is necessary to conduct a mail or electronic vote of the Delegate Assembly, the vote will be conducted as directed in the Standing Rules. Each voting delegate will receive information to make informed	When the Board of Directors or a majority of the Member Boards determine it is necessary to conduct an <u>online mail or electronic</u> vote of the Delegate Assembly, the vote will be conducted as directed in the Standing Rules. Each voting delegate will receive information to	

decisions.	make informed decisions.	
Section 2. Voting Body	Section 2. Voting Body	
The voting body will consist of the Delegates selected by the Member Boards. Each Member Board is entitled to one Delegate. Each Delegate will have the right to attend, speak, make motions, nominate, and vote. No Federation Officer or Director may serve as a Delegate.	The voting body will consist of the Delegates selected by the Member Boards. Each Member Board is entitled to one Delegate. Each Delegate will have the right to attend, speak, make motions, nominate, and vote. No Federation Officer or Director may serve as a Delegate.	
Section 3. Delegates	Section 3. Delegates	
A. Delegate means the member of, or administrator to, a Member Board selected by the Member Board to be its representative to meetings of the Delegate Assembly. In addition, the Member Board may select as delegate an individual employed by the jurisdiction in the regulation of physical therapy.	A. Delegate means the member of or administrator to, a Member Board selected by the Member Board to be its representative to the Annual Meeting, Leadership Issues Forum, and Delegate Assembly. meetings of the Delegate Assembly. In addition, the Member Board may select as delegate an individual employed by the jurisdiction in the regulation of physical therapy.	Clarifies delegate duties.
B. Alternate Delegate(s) means the member of, or administrator to, a Member Board selected by the Member Board to be its representative to meetings of the Delegate Assembly in the event that the Member Board's Delegate cannot or does not attend the meeting. In addition, the Member Board may select as an Alternative Delegate an individual employed by the jurisdiction in the regulation of physical therapy.	B. Alternate Delegate(s) means the member of, or administrator to, a Member Board selected by the Member Board to be its representative to the Annual Meeting, Leadership Issues Forum, and Delegate Assembly. meetings of the Delegate Assembly in the event that the Member Board's Delegate cannot or does not attend the meeting. In addition, the Member Board may select as an Alternative Delegate an individual employed by the jurisdiction in the regulation of physical therapy.	
C. Delegates and Alternate Delegates will serve a term of one year which commences when the Member	C. Delegates and Alternate Delegates will serve a term of one year which commences when the	Submitting Delegates for all meetings in the year.

Board submits the delegate names for the upcoming Delegate Assembly and continues until delegate names are submitted for the next Delegate Assembly. Credentialing for Delegates and Alternate Delegates will be submitted to Federation offices as specified in the Standing Rules.	Member Board submits the delegate names for the upcoming Delegate Assembly current year and continues until delegate names are submitted for the next Delegate Assembly following year . Credentialing for Names of the Delegates and Alternate Delegates will be submitted to Federation offices as specified in the Standing Rules.	
Section 4. Quorum	Section 4. Quorum	
The quorum for any meeting of the Delegate Assembly will be Delegates from a majority of the Member Boards of the Federation.	The quorum for conducting the business of the Delegates any meeting of the Delegate Assembly will be Delegates from a majority of the Member Boards of the Federation.	
Section 5. Cancellation of Meeting in Event of Emergency	Section 5. Cancellation of Meeting Annual Meeting, Leadership Issues Forum, and/or Delegate Assembly in Event of Emergency	
In the event of an emergency, the Board of Directors, by a two-thirds vote, may cancel a meeting. All Member Boards will be notified of the cancellation, and, in the case of an Annual Meeting being canceled, the Board of Directors will provide for election by ballot as prescribed in the Standing Rules.	In the event of an emergency, the Board of Directors, by a two-thirds vote, may cancel an Annual Meeting, Leadership Issues Forum, and/or Delegate Assembly . All Member Boards will be notified of the cancellation, and, in the case of an Annual Meeting being canceled, the Board of Directors will provide for election online voting by ballot as prescribed in the Standing Rules. In this case, individuals elected to office will assume their duties as soon as election results are tabulated and announced.	
Article VII. Committees and Councils	Article VII. Committees and Councils	
Section 1. Standing Committees	Section 1. Standing Committees	
A. Committees of the Federation	A. Committees of the Federation	

The Delegate Assembly may establish Standing Committees as deemed necessary to carry on the work of the Delegate Assembly.	The Delegate Assembly may establish Standing Committees as deemed necessary to carry on the work of the Delegate Assembly.	
1. Nominating Committee	1. Nominating Committee	
The Nominating Committee will consist of three persons elected at the Annual Meeting. The terms of the members will be three years with staggered terms so that one term expires each year. The senior member will be the chair.	The Nominating Committee will consist of three persons elected at the Annual Meeting <u>by the Delegates</u> . The terms of the members will be three years with staggered terms so that one term expires each year. The senior member will be the chair.	Updates the language to be consistent with other changes.
2. Resolutions Committee	2. Resolutions Committee	
The Resolutions Committee will consist of at least three persons appointed by the Board of Directors. The terms of the members will be three years with staggered terms. A Parliamentarian will serve as an ex officio member of the committee. The chair will be the senior member of the committee.	The Resolutions Committee will consist of at least three persons appointed by the Board of Directors. The terms of the members will be three years with staggered terms. A Parliamentarian will serve as an ex officio member of the committee. The chair will be the senior member of the committee.	
3. Specific functions of the standing committees are described in the Standing Rules.	3. Specific functions of the standing committees are described in the Standing Rules.	
B. Committees of the Board of Directors	B. Committees of the Board of Directors	
In addition to the following committees, the Board of Directors may establish such other Standing Committees from time to time as the Board deems necessary to carry on the work of the Federation. Specific functions of the standing committees are described in the Standing Rules.	In addition to the following committees, the Board of Directors may establish such other Standing Committees from time to time as the Board deems necessary to carry on the work of the Federation. Specific functions of the standing committees are described in the Standing Rules.	
1. Examination Development Committee	1. Examination Development Committee	
The committee will consist of at least five members, who will serve three-year terms.	The committee will consist of at least five members, who will serve three-year terms.	
2. Finance Committee	2. Finance Committee	
The Committee will consist of at least five members, who will serve three-year terms, in addition to the	The Committee will consist of at least five members, who will serve three-year terms, in addition to the	

Treasurer. The Treasurer shall serve as chairperson.	Treasurer. The Treasurer shall serve as chairperson.	
Section 2. Task Forces	Section 2. Task Forces	
Task Forces may be established by the Board of Directors and the Delegate Assembly may recommend that the Board of Directors establish a task force. Membership will consist of a number sufficient to complete the assigned task and will be assigned for a specific time frame.	Task Forces may be established by the Board of Directors and the Delegate Assembly may recommend that the Board of Directors establish a task force. Membership will consist of a number sufficient to complete the assigned task and will be assigned for a specific time frame.	
Section 3. Councils	Section 3. Councils	
Councils may be established by the Delegate Assembly, and will be defined in the Standing Rules, for the purpose of bringing together individuals with similar interests to provide a forum for sharing information and performing such other functions as described in the Standing Rules.	Councils may be established by the Delegate Assembly, and will be defined in the Standing Rules, for the purpose of bringing together individuals with similar interests to provide a forum for sharing information and performing such other functions as described in the Standing Rules.	
Article VIII. Parliamentary Authority	Article VIII. Parliamentary Authority	
The rules contained in the current edition of <i>Robert's Rules of Order Newly Revised</i> , govern the proceedings of the Federation in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order the Federation may adopt.	The rules contained in the current edition of <i>Robert's Rules of Order Newly Revised</i> , govern the proceedings of the Federation in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order the Federation may adopt.	
Article IX. Amendment of Bylaws	Article IX. Amendment of Bylaws	
Section 1.	Section 1.	
These bylaws may be amended at any meeting of the Delegate Assembly, a quorum being present, or by a mail	These bylaws may be amended at any meeting of the Delegate Assembly, a quorum being present, or by a u	

or electronic vote of the Delegate Assembly, a quorum being represented by the number of valid ballots received by the deadline date. A two-thirds vote is required for adoption of the amendment, provided the amendment has been submitted to the members not less than 45 days prior to the meeting or 90 days prior to the deadline for the receipt of ballots for a vote.	online mail or electronic vote of the Delegate Assembly, a quorum being represented by the number of valid ballots received by the deadline date. A two-thirds vote is required for adoption of the amendment, provided the amendment has been submitted to the members not less than 45 days prior to the meeting or 90 days prior to the deadline for the receipt of ballots for a vote.	
Section 2.	Section 2.	
In the absence of previous notice, these Bylaws may be amended at any meeting, a quorum being present, or by a mail or electronic vote of the Delegate Assembly, a quorum being represented by the number of valid ballots received by the deadline date. A nine-tenths vote is required for adoption of the amendment.	In the absence of previous notice, these Bylaws may be amended at any meeting, a quorum being present, or by an online mail or electronic vote of the Delegate Assembly, a quorum being represented by the number of valid ballots received by the deadline date. A nine-tenths vote is required for adoption of the amendment.	
Section 3.	Section 3.	
These Bylaws may be edited by the Secretary throughout the remainder of the Bylaws for consistency after amendments have been made. There will be no editorial change that affects the Bylaw intent.	These Bylaws may be edited by the Secretary throughout the remainder of the Bylaws for consistency after amendments have been made. There will be no editorial change that affects the Bylaw intent.	
Article X. Dissolution	Article X. Dissolution	
In the event of dissolution of the Federation, all the business, property, and assets of the Federation will, after payment of all bona fide obligations, be distributed to a succeeding non-profit corporation or to other non-profit corporations as provided in the Federation's Articles of Incorporation and as determined by the Board of Directors. In no case will any of the assets or property go to or be distributed to any private individual.	In the event of dissolution of the Federation, all the business, property, and assets of the Federation will, after payment of all bona fide obligations, be distributed to a succeeding non-profit corporation or to other non-profit corporations as provided in the Federation's Articles of Incorporation and as determined by the Board of Directors. In no case will any of the assets or property go to or be distributed to any private individual.	

	Standing Rules	
Current	Proposed	Rationale for Change
1. Definitions	1. Definitions	
A. “The National Physical Therapy Examination (NPTE)”	A. “The National Physical Therapy Examination (NPTE)”	
or the “licensing examination” is the examination provided by the Federation for use by Member Boards when licensing, registering or certifying physical therapists or physical therapist assistants.	or the “licensing examination” is the examination provided by the Federation for use by Member Boards when licensing, registering or certifying physical therapists or physical therapist assistants.	
B. “State”	B. “State”	
means any political subdivision of the United States, including any state, commonwealth, territory, dependency and the District of Columbia, which has a law regulating the practice of physical therapy.	means any political subdivision of the United States, including any state, commonwealth, territory, dependency and the District of Columbia, which has a law regulating the practice of physical therapy.	
C. “State Board”	C. “State Board”	
means the jurisdictional body, or other entity, composed of physical therapists and others appointed to such body, and authorized by statute or regulation to provide or assist in examining, licensing, certifying, approving, registering, or disciplining physical therapists and (when applicable) physical therapist assistants which may include, but is not limited to, independent boards, advisory committees, subcommittees, subdivisions of joint licensing boards or umbrella agencies.	means the jurisdictional body, or other entity, composed of physical therapists and others appointed to such body, and authorized by statute or regulation to provide or assist in examining, licensing, certifying, approving, registering, or disciplining physical therapists and (when applicable) physical therapist assistants which may include, but is not limited to, independent boards, advisory committees, subcommittees, subdivisions of joint licensing boards or umbrella agencies.	
D. “Administrative Staff”	D. “Administrative Staff”	
means those persons employed by the legal jurisdiction to facilitate the functions of the Member Board.	means those persons employed by the legal jurisdiction to facilitate the functions of the Member Board.	

E. "Public Member"	E. "Public Member"	
means an individual who is not or has not been a) a physical therapist, b) a physical therapist assistant, or c) a staff member employed by a State Board, as defined above.	means an individual who is not or has not been a) a physical therapist, b) a physical therapist assistant, or c) a staff member employed by a State Board, as defined above.	
F. "Honorary Member"	F. "Honorary Member"	
means an individual who has contributed to the Federation in significant ways and was ratified by the Delegates at an Annual Meeting prior to 2002.	means an individual who has contributed to the Federation in significant ways and was ratified by the Delegates at an Annual Meeting prior to 2002.	
G. "Academy of Advanced Item Writers"	G. "Academy of Advanced Item Writers"	
consists of those National Physical Therapy Examination item writers who develop both quality and quantity items as defined in the criteria below. A list of proposed members will be provided to the Board of Directors for appointment on an annual basis.	consists of those National Physical Therapy Examination item writers who develop both quality and quantity items as defined in the criteria below. A list of proposed members will be provided to the Board of Directors for appointment on an annual basis.	
<ul style="list-style-type: none"> Developed 60 items which were approved by the appropriate exam committee and entered into the item bank. 	<ul style="list-style-type: none"> Developed 60 items which were approved by the appropriate exam committee and entered into the item bank. 	
<ul style="list-style-type: none"> Attended at least one FSBPT beginning item writing workshop. 	<ul style="list-style-type: none"> Attended at least one FSBPT beginning item writing workshop. 	
<ul style="list-style-type: none"> Fulfilled content area assignments during beginning item writing workshops. 	<ul style="list-style-type: none"> Fulfilled content area assignments during beginning item writing workshops. 	
<ul style="list-style-type: none"> Recommended by an Item Writer Coordinator. 	<ul style="list-style-type: none"> Recommended by an Item Writer Coordinator. 	
H. "Cause"	H. "Cause"	
Is defined as conduct that might be detrimental to the good name, business or interests of the Federation, potentially or actually disturbs its wellbeing or potentially or actually hampers its work.	Is defined as conduct that might be detrimental to the good name, business or interests of the Federation, potentially or actually disturbs its wellbeing or potentially or actually hampers its work.	
I. "Conflict of Interest"	I. "Conflict of Interest"	

Is defined as concurrent holding an elected or appointed office in a physical therapy state, national or international association or is a member or an employee of a body, entity or group, which might result in a potential or actual conflict of interest with the Federation.	Is defined as concurrent holding an elected or appointed office in a physical therapy state, national or international association or is a member or an employee of a body, entity or group, which might result in a potential or actual conflict of interest with the Federation.	
	J. “Annual Meeting”	
	Is defined as an annual conference of FSBPT for the purpose of providing education and training for Member Board Members, Administrative Staff, and Councils.	
	K. “Leadership Issues Forum” is defined as a yearly meeting where the Board of Directors, Delegates, Member Board Administrators, committee representatives, staff, and other invited stakeholders discuss current issues pertinent to FSBPT and the regulation of physical therapy.	It is important to state the Leadership Issues Forum’s purpose in FSBPT’s governing documents.
	L. “Meeting” can be in-person or online unless specified otherwise.	
2. Dues	2. Dues	
A. Member Boards	A. Member Boards	
Annual dues for Member Boards shall be \$500.00 plus \$.75 per any person licensed, registered, or certified as a physical therapist or physical therapist assistant by Member Boards. The total amount of dues is not to exceed \$2,500.00 per year. Dues will be delinquent if not paid by January 15 of each year unless postponed by the Board of Directors.	Annual dues for Member Boards shall be \$500.00 plus \$.75 per any person licensed, registered, or certified as a physical therapist or physical therapist assistant by Member Boards. The total amount of dues is not to exceed \$2,500.00 per year. Dues will be delinquent if not paid by January 15 of each year unless postponed by the Board of Directors.	
B. Affiliate Member	B. Affiliate Member	
Annual dues will be \$500.00 payable in advance on or before January 15 of each year.	Annual dues will be \$500.00 payable in advance on or before January 15 of each year.	
C. Associate Member and Honorary Members	C. Associate Member and Honorary Members	
None.	None.	

3. Board of Directors	3. Board of Directors	
A. Conduct of Business	A. Conduct of Business	
i. The Board of Directors will meet in conjunction with the Annual Meeting and at other times as necessary.	i. The Board of Directors will meet in conjunction with the Annual Meeting and at other times as necessary.	
ii. When business is conducted by telecommunications, all members must be notified in advance and a majority of the members must participate.	ii. When business is conducted by telecommunications online , all members must be notified in advance and a majority of the members must participate.	
iii. When it is necessary to conduct business by mail, the mail ballot will be conducted as prescribed in the Standing Rules.	iii. When it is necessary to conduct business by mail online , the mail ballot will be conducted as prescribed in the Standing Rules.	
iv. Written meeting minutes will be sent to the Board of Directors in a timely manner.	iv. Written meeting minutes will be sent to the Board of Directors in a timely manner.	
v. The Board of Directors may meet in executive session when the Board of Directors deems it necessary. Consultants, staff, resource individuals or guests necessary to address the issues may be allowed to attend at the discretion of the Board of Directors.	v. The Board of Directors may meet in executive session when the Board of Directors deems it necessary. Consultants, staff, resource individuals, or guests necessary to address the issues may be allowed to attend at the discretion of the Board of Directors.	
B. Duties of the Officers and Directors	B. Duties of the Officers and Directors	
i. President	i. President	
a. Preside at all meetings of the Federation, including the Delegate Assembly.	a. Preside at all meetings of the Federation, including the Delegate Assembly.	
b. Preside at all meetings of the Federation Board of Directors.	b. Preside at all meetings of the Federation Board of Directors.	
c. Serve as non-voting ex officio member of all committees except the nominating committee.	c. Serve as non-voting ex officio member of all committees except the nominating committee.	
d. Serve as official spokesperson of the Federation.	d. Serve as official spokesperson of the Federation.	
e. Be designated as a signatory of the Federation financial accounts.	e. Be designated as a signatory of the Federation financial accounts.	
f. Make an annual report to the Federation.	f. Make an annual report to the Federation.	
g. Schedule meetings as required.	g. Schedule meetings as required.	

h. Preside over the meetings and ensure that the focus is on the Board objectives.	h. Preside over the meetings and ensure that the focus is on the Board objectives.	
i. Working with the Board members, complete specific strategies in support of the Federation's mission, vision, areas of focus and goals.	i. Working with the Board members, complete specific strategies in support of the Federation's mission, vision, areas of focus and goals.	
j. Assume such other duties as the Board of Directors may delegate.	j. Assume such other duties as the Board of Directors may delegate.	
ii. Vice President	ii. Vice President	
a. Succeed to the office of the President for the remainder of the term in case of a vacancy in that office.	a. Succeed to the office of the President for the remainder of the term in case of a vacancy in that office.	
b. Assume the duties of the President in his or her absence or incapacitation.	b. Assume the duties of the President in his or her absence or incapacitation.	
c. Working with Board members, complete specific strategies in support of the Federation's mission, vision, areas of focus and goals.	c. Working with Board members, complete specific strategies in support of the Federation's mission, vision, areas of focus and goals.	
d. Assume such other duties as the Board of Directors may delegate.	d. Assume such other duties as the Board of Directors may delegate.	
iii. Secretary	iii. Secretary	
a. Working with staff, ensures that attendance, votes and the proceedings of the Board of Directors and Delegate Assembly meetings are recorded and maintained in the permanent records of the Federation.	a. Working with staff, ensures that attendance, votes and the proceedings of the Board of Directors and Delegate Assembly meetings are recorded and maintained in the permanent records of the Federation.	
b. Conducts roll call of Delegates at the annual Delegate Assembly and Board of Directors meetings for the official records and to establish the presence of a quorum.	b. Conducts roll call Establishes a quorum of Delegates to conduct the business of the Delegates at the annual Delegate Assembly and the Board of Directors meetings for the official records and to establish the presence of a quorum.	Modified for new procedures.
c. See that staff takes and distributes the minutes for distribution in a timely manner.	c. See that staff takes and distributes the minutes for distribution in a timely manner.	
d. Ensures that copies of the minutes of the	d. Ensures that copies of the minutes of the	

Board meetings are approved as appropriate.	Board meetings are approved as appropriate.	
e. Working with the Board members, complete specific strategies in support of the Federation's mission, vision, areas of focus and goals.	e. Working with the Board members, complete specific strategies in support of the Federation's mission, vision, areas of focus and goals.	
f. Assume such other duties as the Board of Directors may delegate.	f. Assume such other duties as the Board of Directors may delegate.	
iv. Treasurer	iv. Treasurer	
a. Serve as chair of the Finance Committee.	a. Serve as chair of the Finance Committee.	
b. Make an annual report to the Federation.	b. Make an annual report to the Federation.	
c. Work with the CEO and CFO to prepare a budget and present it to the Finance Committee and the Board of Directors for approval.	c. Work with the CEO and CFO to prepare a budget and present it to the Finance Committee and the Board of Directors for approval.	
d. Inform Board Members of the Federation's financial status at the Board meetings.	d. Inform Board Members of the Federation's financial status at the Board meetings.	
e. Ensure that an annual, independent audit is conducted and the auditor's recommendations are addressed.	e. Ensure that an annual, independent audit is conducted and the auditor's recommendations are addressed.	
f. Monitor the Federation's financial status, financial policies and programs.	f. Monitor the Federation's financial status, financial policies and programs.	
g. Help the President ensure that adequate resources are available to fund Federation programs.	g. Help the President ensure that adequate resources are available to fund Federation programs.	
h. Working with the Board members, complete specific strategies in support of the Federation's mission, vision, areas of focus and goals.	h. Working with the Board members, complete specific strategies in support of the Federation's mission, vision, areas of focus and goals.	
i. Assume such other duties as the Board of Directors may delegate.	i. Assume such other duties as the Board of Directors may delegate.	
v. Directors	v. Directors	
a. Director who is a current administrative staff of a Member Board will fill vacancies, by appointment, in the offices of Council of Board Administrators officers.	a. Director who is a current administrative staff of a Member Board will fill vacancies, by appointment, in the offices of Council of Board Administrators officers.	

b. Working with Board members, complete specific strategies in support of the Federation’s mission, vision, areas of focus and goals.	b. Working with Board members, complete specific strategies in support of the Federation’s mission, vision, areas of focus and goals.	
c. Assume such duties as delegated by the Board of Directors.	c. Assume such duties as delegated by the Board of Directors.	
4. Delegate Assembly	4. Delegate Assembly	
	A. This section provides procedures for holding meetings of the Delegate Assembly	
A. Executive Session	AB. Executive Session	
An executive session is a session of the Delegate Assembly conducted in private. An executive session may be convened for the purpose of discussing matters, receiving counsel or voting on issues related to personnel, litigation, examination and contracts. Consultants, staff, resource individuals or guests necessary to address the issues may be allowed to attend at the discretion of the President or by a majority vote of the voting body.	An executive session is a session of the Delegate Assembly conducted in private. An executive session may be convened for the purpose of discussing matters, receiving counsel or voting on issues related to personnel, litigation, examination and contracts. Consultants, staff, resource individuals or guests necessary to address the issues may be allowed to attend at the discretion of the President or by a majority vote of the voting body.	
B. Election Results	B. Election Results	
When reporting election results to the Delegate Assembly, the number of votes received by each candidate will not be announced. They will be provided to the Board of Directors, candidates or individual Voting Delegates upon request. Results and original ballots will be maintained in the Federation office for one year after the Delegate Assembly concludes.	When reporting election results to the Delegate Assembly, the number of votes received by each candidate will not be announced. They will be provided to the Board of Directors, candidates or individual Voting Delegates upon request. Results and original ballots will be maintained in the Federation office for one year after the Delegate Assembly concludes.	Moved to a new area, Elections.
C. Seating	C. Seating	
All voting Delegates and Alternate Delegates shall be seated together in a separate designated area.	All voting Delegates and Alternate Delegates shall be seated together in a separate designated area.	
Members of Member Boards who are not a part of the Delegate Assembly and Member Board Administrative Staff may be seated in the area of the assembly designated for Member Boards.	Members of Member Boards who are not a part of the Delegate Assembly and Member Board Administrative Staff may be seated in the area of the assembly designated for Member Boards.	
Others, including but not limited to Affiliate Members,	Others, including but not limited to Affiliate Members,	

Associate Members, Honorary Members, Federation staff, invited guests, and visitors, shall be seated in a designated area.	Associate Members, Honorary Members, Federation staff, invited guests, and visitors, shall be seated in a designated area.	
D. Rights and Privileges of Persons Not a Part of the Delegate Assembly	D. Rights and Privileges of Persons Not a Part of the Delegate Assembly	
Alternate Delegates, members of Member Boards who are not a part of the Delegate Assembly, Affiliate Members, Associate Members, Honorary Members, Member Board Administrative Staff, Federation Staff, and invited guests may attend the meetings of the Delegate Assembly with the privilege to speak after Delegates have spoken and with permission of the Delegate Assembly, but may not make motions, make nominations, or vote.	Alternate Delegates, members of Member Boards who are not a part of the Delegate Assembly, Affiliate Members, Associate Members, Honorary Members, Member Board Administrative Staff, Federation Staff, and invited guests may attend the meetings of the Delegate Assembly with the privilege to speak after Delegates have spoken and with permission of the Delegate Assembly, but may not make motions, make nominations, or vote.	
E. Conduct of Business by Mail or Electronically	E. Conduct of Business Online by Mail or Electronically	
i. Board of Directors	i. Board of Directors	
When the Board of Directors determines it is necessary to conduct a mail or electronic vote of the Delegate Assembly, each Voting Delegate will receive sufficient information to make informed decisions.	i. When the Board of Directors determines it is necessary to conduct an online mail or electronic vote of the Delegates Assembly, each Voting Delegate will receive sufficient information to make informed decisions.	
ii. Delegate Assembly	ii. Delegate Assembly	
The ballot information will be mailed to each Delegate by certified or registered first-class mail to the Member Board office unless being done electronically. The ballot will clearly state the question(s) to be decided and the date by which the ballot must be received at Federation offices. A majority of ballots must be received at Federation offices by the deadline to constitute a valid vote. In the event that a Delegate no longer holds that position for any reason, an Alternate Delegate will assume the duties of the Delegate. If the Alternate Delegate(s) no longer holds that position for	ii. The ballot information will be mailed to each Delegate by certified or registered first-class mail to the Member Board office unless being done electronically. The ballot will clearly state the question(s) to be decided and the date by which the ballot must be received at Federation offices. A majority of ballots must be received at Federation offices by the deadline to constitute a valid vote. In the event that a Delegate no longer holds that position for any reason, an Alternate Delegate will assume the duties of the Delegate. If the Alternate Delegate(s) no	

any reason, a new Delegate may be elected by the Member Board and credentialed in a manner not inconsistent with these bylaws and standing rules.	longer holds that position for any reason, a new Delegate may be elected by the Member Board and credentialed in a manner not inconsistent with these bylaws and standing rules.	
F. Duties of the Delegates	F. Duties of the Delegates	
Delegates will represent their jurisdiction in all meetings of the Delegate Assembly and if needed, by mail ballot.	Delegates will represent their jurisdiction in all meetings of the Delegate Assembly, Leadership Issues Forum , and, if needed, by mail or ballot online .	
Delegates will attend the annual Delegate Assembly meeting. One Delegate from each Member Board is expected to attend the Leadership Issues Forum.	Delegates will attend any the annual Delegate Assembly meeting . One Delegate from each Member Board is expected to attend the Leadership Issues Forum.	
Delegates will disseminate information from the Federation of State Boards of Physical Therapy to their Member Board.	Delegates will disseminate information from the Federation of State Boards of Physical Therapy to their Member Board.	
Delegates will respond to requests for information and ensure that their Member Board meets deadlines as established by the Federation of State Boards of Physical Therapy.	Delegates will respond to requests for information and ensure that their Member Board meets deadlines as established by the Federation of State Boards of Physical Therapy.	
5. Delegate Notification Procedures	5. Delegate Notification Procedures	
A. Each Member Board shall send delegate names to the Federation offices no later than May 1. The deadline will be extended to June 1 if the Member Board requests an extension from Federation offices by April 15.	A. Each Member Board shall send delegate names to the Federation offices no later than May 1. The deadline will be extended to June 1 if the Member Board requests an extension from Federation offices by April 15.	
B. Member Boards should consider whether there might be a Conflict of Interest when electing their Delegate.	B. Member Boards should consider whether there might be a Conflict of Interest when <u>selecting</u> their Delegate.	
	6. Elections	
	A. Election Procedures	
	Voting will be scheduled so there is time to open the polls for another ballot if needed.	More than two candidates or a nomination by petition candidate may require an additional ballot.

B. Election Results	B. Election Results	
When reporting election results to the Delegate Assembly, the number of votes received by each candidate will not be announced. They will be provided to the Board of Directors, candidates or individual Voting Delegates upon request. Results and original ballots will be maintained in the Federation office for one year after the Delegate Assembly concludes.	Results will be announced at the Annual Meeting or Delegate Assembly following the completion of the voting. When reporting election results to the Delegate Assembly Membership , the number of votes received by each candidate will not be announced. They will be provided to the Board of Directors, candidates or individual Voting Delegates upon request. Results and original ballots will be maintained in the Federation office for one year after the election concludes.	
6. Committees of the Federation	<u>76</u>. Committees of the Federation	
A. Authority	A. Authority	
The Bylaws provide for Standing Committees of the Federation.	The Bylaws provide for Standing Committees of the Federation.	
B. Appointments	B. Appointments	
The Board of Directors will appoint committee members unless otherwise designated in the Bylaws.	The Board of Directors will appoint committee members unless otherwise designated in the Bylaws.	
C. Eligibility	C. Eligibility	
Committee members will be current members of a Member Board, current Administrative Staff of a Member Board, Associate Member or an individual with expertise to facilitate the task of the committee.	Committee members will be current members of a Member Board, current Administrative Staff of a Member Board, Associate Member or an individual with expertise to facilitate the task of the committee.	
D. Term of Appointment	D. Term of Appointment	
Standing committee members will be appointed or elected to serve three-year terms. Members of special committees will be appointed for a specific timeframe.	Standing committee members will be appointed or elected to serve three-year terms. Members of special committees will be appointed for a specific timeframe.	
E. Vacancies	E. Vacancies	
In the event a committee member is unable to	In the event a committee member is unable to	

complete his or her term on a committee for any reason, the President may, with input from the committee chair, appoint a member to fill the unexpired balance of the term.	complete his or her term on a committee for any reason, the President may, with input from the committee chair, appoint a member to fill the unexpired balance of the term.	
F. Reports	F. Reports	
Committees will submit a written report to the Board of Directors after a committee meeting in a timely manner. Committees will submit an Annual Report for publication prior to the Annual Meeting.	Committees will submit a written report to the Board of Directors after a committee meeting in a timely manner. Committees will submit an Annual Report for publication prior to the Annual Meeting.	
G. Nominating Committee	G. Nominating Committee	
i. Submits one or more candidates for each office or committee opening that is to be filled by election.	i. Submits one or more candidates for each office or committee opening that is to be filled by election.	
ii. Submits to the Delegate Assembly one or more nominations for each office on the Board of Directors that becomes vacant as a result of a Delegate Assembly election.	ii. Submits to the Delegate Assembly one or more nominations for each office on the Board of Directors that becomes vacant as a result of a Delegate Assembly election.	
iii. Submits an Annual Report to the Delegate Assembly 45 days prior to the Annual Meeting.	iii. Submits an Annual Report to the Delegate Assembly 45 days prior to the Annual Meeting.	
iv. Nominations may also be made from the floor at the Annual Meeting of the Delegate Assembly.	iv. Nominations may also be made from the floor at the Annual Meeting of the Delegate Assembly	
v. A committee member may be removed for Cause or Conflict of Interest by majority action of the Delegate Assembly or the Board of Directors.	v. A committee member may be removed for Cause or Conflict of Interest by majority action of the Delegate Assembly or the Board of Directors.	
H. Resolutions Committee	H. Resolutions Committee	
a.		
b. Receives and correlates motions and resolutions to the Delegate Assembly and identifies motions which fall outside the purpose of the Federation.	Receives and correlates motions and resolutions to the Delegate Assembly and identifies motions which fall outside the purpose of the Federation.	
c. Provides advice and counsel to Delegates	Provides advice and counsel to Delegates	

regarding form, wording, and method of presentation of matters to the Delegate Assembly.	regarding form, wording, and method of presentation of matters to the Delegate Assembly.	
d. All motions to be considered shall be submitted to the Resolutions Committee in writing 90 days prior to the Delegate Assembly. Main motions once perfected will be provided to the Delegates in the Annual Report 45 days prior to the Annual Meeting.	All motions to be considered by the Delegate Assembly shall be submitted to the Resolutions Committee in writing at least 90 days prior to the Delegate Assembly. Main motions once perfected will be provided to the Delegates in the Annual Report 45 days prior to the Annual Meeting.	
e. Any main motion, except procedural motions, presented to the Delegate Assembly for action shall be referred to the Resolutions Committee. Any main motion that has not been so submitted shall require a two-thirds vote without debate to be considered by the Delegate Assembly.	Any main motion, except procedural motions, presented to the Delegate Assembly for action shall be referred to the Resolutions Committee. Any main motion that has not been so submitted shall require a two-thirds vote without debate to be considered by the Delegate Assembly.	
f. A committee member may be removed for Cause or Conflict of Interest by a majority action of the Board of Directors.	A committee member may be removed for Cause or Conflict of Interest by a majority action of the Board of Directors.	
7. Committees of the Board of Directors	<u>87.</u> Committees of the Board of Directors	
A. Authority	A. Authority	
The Bylaws provide for standing and special committees established by the Board of Directors. Task forces are special committees.	The Bylaws provide for standing and special committees established by the Board of Directors. Task forces are special committees.	
B. Appointments	B. Appointments	
The Board of Directors will appoint committee members.	The Board of Directors will appoint committee members.	
C. Term of Appointment	C. Term of Appointment	
Standing committee members will be appointed to three-year terms. Members of special committees will	Standing committee members will be appointed to three-year terms. Members of special committees will	

be appointed for a specific time frame.	be appointed for a specific timeframe.	
D. Eligibility	D. Eligibility	
The committee member will be a current member of a Member Board, former member of a Member Board, Administrative staff member of a Member Board, or individuals with expertise to facilitate the task of the committee.	The committee member will be a current member of a Member Board, former member of a Member Board, Administrative staff member of a Member Board, or individuals with expertise to facilitate the task of the committee.	
E. Removal	E. Removal	
A committee member may be removed for Cause by a majority action of the Board of Directors at any time.	A committee member may be removed for Cause by a majority action of the Board of Directors at any time.	
F. Vacancies	F. Vacancies	
In the event a committee member is unable to complete his or her term on a committee for any reason, the President may, with input from the committee chair, appoint a member to fill the unexpired balance of the term.	In the event a committee member is unable to complete his or her term on a committee for any reason, the President may, with input from the committee chair, appoint a member to fill the unexpired balance of the term.	
G. Board Liaison	G. Board Liaison	
The President will appoint a Board member to serve as a non-voting liaison to each committee.	The President will appoint a Board member to serve as a non-voting liaison to each committee.	
H. Reports	H. Reports	
Committees will submit a written report to the Board of Directors within 30 days after a committee meeting or as specified by the Board of Directors. In addition, each committee will submit an Annual Report for publication prior to the Annual Meeting.	Committees will submit a written report to the Board of Directors within 30 days after a committee meeting or as specified by the Board of Directors. In addition, each committee will submit an Annual Report for publication prior to the Annual Meeting.	
I. Examination Development Committee	I. Examination Development Committee	
i. The committee will be responsible for the development and maintenance of reliable and valid forms of the licensing examinations.	i. The committee will be responsible for the development and maintenance of reliable and valid forms of the licensing examinations.	
ii. The committee will carry out other duties as requested by the Board of Directors.	ii. The committee will carry out other duties as requested by the Board of Directors.	

J. Finance Committee	J. Finance Committee	
i. The Finance Committee will develop and present an annual budget to the Board of Directors for adoption.	i. The Finance Committee will develop and present an annual budget to the Board of Directors for adoption.	
ii. The committee will provide advice and assistance to the Board of Directors in completion of fiduciary responsibilities.	ii. The committee will provide advice and assistance to the Board of Directors in completion of fiduciary responsibilities.	
iii. The committee will carry out other duties as requested by the Board of Directors.	iii. The committee will carry out other duties as requested by the Board of Directors.	
8. Councils	98. Councils	
A. Authority	A. Authority	
The Bylaws provide for Councils established by the Delegate Assembly.	The Bylaws provide for Councils established by the Delegate Assembly.	
B. Council of Board Administrators	B. Council of Board Administrators	
i. Purpose	i. Purpose	
The Council will provide its members a forum to share information relevant to Member Board functions, regulatory practices, practice standards and issues, licensing processes and security, and enforcement issues in the practice of physical therapy.	The Council will provide its members a forum to share information relevant to Member Board functions, regulatory practices, practice standards and issues, licensing processes and security, and enforcement issues in the practice of physical therapy.	
ii. Membership	ii. Membership	
Administrative staff personnel assisting Member Boards.	Administrative staff personnel assisting Member Boards.	
iii. Eligibility	iii. Eligibility	
Any person currently or formerly employed to facilitate the operation of a Member Board.	Any person currently or formerly employed to facilitate the operation of a Member Board.	
iv. Scope of Responsibility	iv. Scope of Responsibility	
a. Select Council leadership and submit this	a. Select Council leadership and submit this	

information to the Federation Board of Directors.	information to the Federation Board of Directors.	
b. Operate under Rules of Procedure adopted by the Council and approved, in their original form and as amended, by the Federation Board of Directors.	b. Operate under Rules of Procedure adopted by the Council and approved, in their original form and as amended, by the Federation Board of Directors.	
c. Submit a written report to the Board of Directors within 30 days after a Council meeting or as specified by the Board of Directors.	c. Submit a written report to the Board of Directors within 30 days after a Council meeting or as specified by the Board of Directors.	
d. Submit an annual report for publication prior to the Annual Meeting.	d. Submit an annual report for publication prior to the Annual Meeting.	
e. Hold at least one forum annually during the annual meeting of the Delegate Assembly.	e. Hold at least one forum meeting annually, during the annual meeting of Annual Meeting Delegate Assembly.	
9. Special Meetings	<u>109.</u> Special Meetings	
Upon receipt of signed requests for a special meeting for a specific purpose from a majority of Member Boards, the President or three quarters of the membership of the Board of Directors, the Chief Executive Officer of the Federation will schedule a special meeting of the Delegate Assembly. The notice of the special meeting, including a statement of the specific purpose of the meeting will be sent to all credentialed Delegates and Alternate Delegates and the members of the Board of Directors not less than 14 days prior to the meeting.	Upon receipt of signed requests for a special meeting for a specific purpose from a majority of Member Boards, the President or three quarters of the membership of the Board of Directors, the Chief Executive Officer of the Federation will schedule a special meeting of the Delegate Assembly. The notice of the special meeting, including a statement of the specific purpose of the meeting will be sent to all credentialed Delegates and Alternate Delegates and the members of the Board of Directors not less than 14 days prior to the meeting.	
10. Disclaimer	<u>110.</u> Disclaimer	
No provision in these Bylaws or Standing Rules or any act of the Federation will be construed as binding on the Member Boards when such provision or act restricts the sovereignty of the individual Member Boards in the performance of their separate obligations or responsibilities.	No provision in these Bylaws or Standing Rules or any act of the Federation will be construed as binding on the Member Boards when such provision or act restricts the sovereignty of the individual Member Boards in the performance of their separate obligations or responsibilities.	

11. Seal	121. Seal	
The official seal of the Federation will be kept at Federation offices and will be used on all legal documents.	The official seal of the Federation will be kept at Federation offices and will be used on all legal documents.	
12. Indemnification	132. Indemnification	
The Federation will, to the extent legally permissible, indemnify each person who may serve or who has served at any time as an officer, director, or employee of the Federation against all expenses and liabilities, including, without limitation, counsel fees, judgments, fines, excise taxes, penalties and settlement payments, reasonably incurred by or imposed upon such person in connection with any Proceeding (other than one brought by or in the right of the Federation) in which he or she may become involved by reason of his or her service in such capacity and will advance expenses to any such director or officer or employee in accordance therewith; provided that no indemnification will be provided for any such person with respect to any matter as to which he or she will have been finally adjudicated in any Proceeding to be liable for negligence or misconduct in the performance of his or her duty; and further provided that any compromise or settlement payment will be approved by a majority vote of a quorum of directors who are not at that time parties to the Proceeding. For purposes of this Standing Rule, "Proceeding" will mean any threatened, pending or completed action, suit, arbitration, investigation or hearing, whether of a civil, criminal, administrative or investigative nature, including any appeal therefrom.	The Federation will, to the extent legally permissible, indemnify each person who may serve or who has served at any time as an officer, director, or employee of the Federation against all expenses and liabilities, including, without limitation, counsel fees, judgments, fines, excise taxes, penalties and settlement payments, reasonably incurred by or imposed upon such person in connection with any Proceeding (other than one brought by or in the right of the Federation) in which he or she may become involved by reason of his or her service in such capacity and will advance expenses to any such director or officer or employee in accordance therewith; provided that no indemnification will be provided for any such person with respect to any matter as to which he or she will have been finally adjudicated in any Proceeding to be liable for negligence or misconduct in the performance of his or her duty; and further provided that any compromise or settlement payment will be approved by a majority vote of a quorum of directors who are not at that time parties to the Proceeding. For purposes of this Standing Rule, "Proceeding" will mean any threatened, pending or completed action, suit, arbitration, investigation or hearing, whether of a civil, criminal, administrative or investigative nature, including any appeal therefrom.	
The indemnification provided hereunder will inure to the benefit of the heirs, executors and administrators	The indemnification provided hereunder will inure to the benefit of the heirs, executors and administrators	

<p>of persons entitled to indemnification hereunder. The right of indemnification under this Standing Rule will be in addition to and not exclusive of all other rights to which any person may be entitled.</p>	<p>of persons entitled to indemnification hereunder. The right of indemnification under this Standing Rule will be in addition to and not exclusive of all other rights to which any person may be entitled.</p>	
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DEL-21-02

Motion adopted

Areas of Focus

Proposed by: Board of Directors

Vote Required: Majority

Motion:

To adopt the Areas of Focus as they currently read.

- Examinations: Ensure the ongoing excellence, reliability, defensibility, security and validity of the NPTE and related examinations.
- Membership: Enhance the Federation's value to its membership by developing and maintaining programs and services responsive to membership needs.
- States' Rights, States' Responsibilities and Professional Standards: Identify and promote effective regulation in physical therapy that ensures the delivery of safe and competent physical therapy care, while respecting states' rights and responsibilities.
- Education: Provide and promote education programs and products for board members, administrators, the public and other stakeholders.
- Leadership: Broaden the Federation's leadership role and recognition within regulatory, professional and related communities.
- Organizational and Financial Stability: Ensure the long-term organizational and financial stability and viability of the Federation.

Rationale:

The Areas of Focus represent the activities required to achieve the mission of the Federation. In accordance with 2002 Delegate Assembly motion DEL-02-25, the Board of Directors must complete an annual review of the focus areas and present them to the Delegate Assembly for review and adoption.

The board has reviewed the Areas of Focus and has determined that they accurately reflect the Federation's current areas of focus.

Reference Area of Focus:

Organizational and Financial Stability

Fiscal Impact:

The adoption of this motion has no fiscal impact.

DEL-21-03

Motion adopted

Rescind Requirement for Annual Review of Areas of Focus

Proposed by: Board of Directors

Vote Required: Majority

Motion:

To rescind motion DEL-02-25 that requires the Areas of Focus be presented to the Delegate Assembly for adoption on an annual basis.

DEL-02-25

Move that the Board of Directors will annually review the Areas of Focus and present them to the Delegate Assembly for adoption

Rationale:

The Areas of Focus represent the activities required to achieve the mission of the FSBPT. Like the mission and vision, which are not presented for annual approval, these foundational Areas of Focus rarely change. In the future if a change was envisioned to any of our foundational elements (mission, vision, Areas of Focus), the Board of Directors would engage the membership in discussion prior to considering and making changes. This change was presented at the 2021 Leadership Issues Forum and had broad support from member board and administrator attendees.

Reference Area of Focus:

Organizational and Financial Stability

Fiscal Impact:

The adoption of this motion has no fiscal impact.

DEL-21-04

Motion adopted

Increase FSBPT Board of Directors Stipends

Proposed by: Board of Directors

Vote Required: Majority

Motion:

To increase the FSBPT Board of Directors stipend from \$10,000 for the board President and \$5,000 for all other members of the Board of Directors to \$16,000 for the President and \$8,000 for all other members of the Board of Directors.

Rationale:

The BOD stipends have remained the same since their inception in 1998. This increase is in line with the increase in cost of living over the last 23 years. In the future, the stipend amount will be addressed as a matter of policy and submitted for inclusion in the annual budget.

Reference Area of Focus:

Organizational and Financial Stability

Fiscal Impact:

The adoption of this motion has limited financial impact. This adjustment represents less than .2% of the overall budget and the total board stipends represent less than .4% of the FSBPT overall budget.