

SASKATCHEWAN COLLEGE OF PHYSICAL THERAPISTS
SPECIAL COMMITTEES

Canadian Alliance of Physiotherapy Regulators Committee

PURPOSE:

- To facilitate Council's management of national issues impacting physical therapy regulation;
- To assist Council in dealing with the business and affairs of The Alliance;
- To provide provincial representation to The Alliance to enhance its ability to deal with regulatory issues on a national level;
- To participate in activities that assist The Alliance fulfill its mandate;
- To provide assistance to the Alliance in national direction and strategic planning.

SELECTION: Appointed by Council at January council meeting with effective start upon ratification by The Alliance at its next AGM.

TERM: 2 Year, renewable, with term completion to coincide with Alliance AGM

ORGANIZATION:

Accountability and Reporting Relationship:

The committee through the Chair or Council representative is responsible to Council.

Structure:

- The Committee shall be a Special Committee.
- All honorariums and expense allowances shall be available to the Chairman and Committee Members.

Composition and Representation:

- The Committee shall consist of at least two members: The Alliance Representative who will act as Chair and the Executive Director/Registrar. Any additional members should be a member of Council.
- Committee membership may vary from year to year, depending upon the volume of work, as determined by the Chair.
- Resignations from the committee shall be made in writing to the Chair who will communicate this to Executive Director/Council.
- All committee members should have access to a computer
- All committee members shall have an equal vote, including the Executive Director/Registrar who is also a Board of Director of the Alliance.

May, 1995
Revised Nov 18/00;
Nov 24/05; 2006;
Mar 13/10

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Canadian Alliance of Physiotherapy Regulators Committee- continued

Meetings:

- Meetings shall be held at the call of the Chair. Quorum shall be 2/3 of the committee members.
- The focus of most meetings will be to
 1. review Alliance generated correspondence and materials,
 2. discuss national regulatory issues currently before The Alliance,
- Chair shall determine the agenda and format for each meeting.
- Chair shall ensure that all materials and information are distributed prior to each meeting.
- Meeting minutes will be circulated to Committee members and the SCPT office after each meeting
- The Chair shall submit an annual report at SCPT's Annual General Meeting and regular articles for the newsletter.

Functions:

Committee

- Report and make recommendations to Council on Alliance matters, attending all Council meetings
- Review, recommend appropriate action, and handle Alliance correspondence.
- Communicate to all members of the College by submitting information or article submission to the SCPT Newsletter.
- Review the Committee's Terms of Reference and purpose and recommend changes every three years.
- Initiating and developing the first draft of any revisions to policies, position statements or standards of practice within their portfolio and coordinating their activities with the Office as the need arises.

Alliance Rep/Chair

- Attend all necessary meetings of the Alliance, specifically the AGM, and perform functions of voting delegate at such meetings.
- To participate in Alliance strategic planning and national priority setting activities.
- Provide Council with quarterly reports to communicate/inform Council of Alliance related activities.
- Provide an annual report at the SCPT AGM.
- Share information regarding SCPT activities and issues with The Alliance and fellow member regulators through a variety of processes including verbal reports, annual written reports, Alliance newsletter articles.

May, 1995
Revised November 18, 2000
Revised November 24, 2005
Revised August 1, 2006