

Standing Rules

Health Promotion and Wellness Special Interest Group

Section on Geriatrics

Article I: Name and Purpose

- A. The name of the special interest group shall be the Health Promotion and Wellness Special Interest Group of the Section on Geriatrics. In these Standing Rules it will be referred to as the HPW SIG.
- B. The purpose of the HPW SIG shall be to provide a forum through which individuals having a common interest in providing Physical Therapy services to promote health and wellness among older adults may meet and promote care/intervention through education, clinical practice and research.

Article II: Objectives

- A. Foster physical therapy management of health and wellness among older adults based upon a scientific foundation.
- B. Provide standards for entry-level physical therapy education programs regarding the management of health and wellness among older adults.
- C. Encourage and foster research.
- D. Provide a forum for discussion of the management of older adult health and wellness among physical therapists and physical therapist assistants.
- E. Provide a network for enhancing communication between clinicians, academicians, and researchers in the physical therapy community interested in health promotion and wellness among older adults.
- F. Provide an avenue for interaction with other health care professionals who provide health promotion and wellness intervention to older adults.

Article III: Membership

- A. Only members in good standing of the Section on Geriatrics are eligible to be HPW SIG members. Any APTA member may attend meetings.
- B. Only HPW SIG members may vote.

Article IV: Organization

- A. Officers: The HPW SIG will elect the following officers, each serving a 3 year term Terms are effective the Monday after CSM.
- B. Duties
 - 1. Chair
 - a. Facilitates all meetings of the HPW SIG
 - b. Attends SoG membership meetings at CSM and AC or sends designee
 - c. Represents HPW SIG at SoG Board meetings regarding HPW SIG activities as required by the Board or SoG Executive Committee
 - d. Provides written reports to the SoG Board HPW SIG liaison prior to CSM and AC for inclusion in the report to the Board.
 - e. Submits information relative to HPW SIG functions to the HPW SIG newsletter or GeriNotes.
 - f. Appoints HPW SIG task forces and committees.
 - g. Serves as a liaison to other sections and organizations with approval of the SoG Executive Committee.
 - 2. Vice-Chair
 - a. Serves as HPW SIG Chair in the absence of the Chair.
 - b. Serves as liaison to the SoG program Chair to coordinate HPW SIG programming at CSM and AC
 - c. Reviews the HPW SIG Standing Rules biannually for consistency with the SoG and the APTA, and recommends appropriate revisions
 - d. With the HPW SIG chair, or designee, prepares the HPW SIG newsletter
 - e. Other duties as assigned by the Chair
 - 3. Secretary
 - a. Records and distributes minutes of all HPW SIG officer and membership meetings. Minutes will be distributed to members, officers, SoG Board and SoG Executive Director as appropriate. Minutes are submitted within 45 days of the meeting
 - b. Maintains all written records of the HPW SIG

- c. Maintains the HPW SIG membership record
 - d. Completes routine official correspondence of the HPW SIG including notification of meetings, elections results, etc.
 - e. Other duties as assigned by the Chair
4. Nominating Committee members
- a. The senior member of the committee will serve as chair
 - b. Identify and slate candidates for the HPW SIG officers
 - c. Distribute ballots and candidate information
 - d. Count ballots and convey results to the Secretary for distribution

C. Election

- 1. Elections will be held once a year (electronically) and results announced during ~~during~~ the business meeting at CSM. Effective with CSM 2009, election of the Chair will be staggered with other SIG chair elections. Beginning in 2012 all positions will be elected every three years (e.g. 2012, 2015, 2018, etc.).
- 2. Ballot and candidate information will be distributed by email, mail (with or separate from SoG ballots), or in the SIG newsletter ~~or by hand at the SIG meeting.~~
- 3. Newly elected officers shall assume office effective the Monday after the close of CSM.

Article V: Committees/task forces

- A. All committees and task forces of the HPW SIG, other than the Nominating Committee, shall be approved by the Chair with approval of the SoG Executive Committee
- B. All committee chairs, other than the Nominating Committee chair, shall be appointed by the HPW SIG chair
- C. Committee members will be selected by the committee chair with approval of the HPW SIG Chair

Article VI: Meetings

- A. The HPW SIG will conduct or assure representation at the following meetings:

1. The SIG chair meeting at CSM
 2. The HPW SIG meeting at CSM
 3. The HPW SIG meeting at AC (if scheduled)
 4. The SoG Board meeting at CSM or AC as requested
 5. The SoG member meeting at CSM and AC
- B. The HPW SIG will hold at least one member meeting per year at which business is conducted.

Article VII: Authority

- A. The HPW SIG Standing Rules must be consistent with the SoG and APTA Standing Rules
- B. These HPW SIG Standing Rules may be changed, subject to the approval of the Executive Committee of the SoG, by a two-third's vote of the HPW SIG members at a regularly scheduled member meeting provided that the members have been notified of the proposed changes in writing 60 days before the vote.
- C. Where these Standing Rules are silent, the SoG and APTA Standing Rules prevail.

These Standing Rules were presented, voted on, and approved by the HPW SIG membership at CSM 2003 in Tampa, Florida.