



AMERICAN MEDICAL ASSOCIATION

535 NORTH DEARBORN STREET • CHICAGO, ILLINOIS 60610 • PHONE (312) 751-6000 • TWX 910-221-0300

COUNCIL ON HEALTH MANPOWER

FRANCIS C. COLEMAN, M.D.
Chairman
NICHOLAS M. GRIFFIN
Secretary
(751-6391)

M E M O R A N D U M

To: Participants August 8 Meeting of
National Commission on Certification
of Physician's Assistants

From: Nick Griffin, Secretary
Council on Health Manpower

Date: August 14, 1974

Attached, as approved by Dr. Piemme, are Summary Minutes of the August 8 meeting of the National Commission. If Commission members have any changes, or corrections, please let me have them for insertion in complete Minutes, which will be available at the next Commission meeting.

attachment
act

SUMMARY MINUTES
NATIONAL COMMISSION
on
CERTIFICATION OF PHYSICIAN'S ASSISTANTS

At its August 8, 1974 meeting in Chicago, the Commission took the following actions:

1. Elected Drs. Thomas C. Piemme Chairman, Frank A. Riddick Vice-Chairman, J. Rhodes Häverty, Secretary and C. Emil Fasser, PA Treasurer. Made the appropriate changes in draft bylaws for the Commission to accommodate this slate of officers.
2. Was informed that interim funding for the Commission was now established through a contract from the Bureau of Health Resources Development and a grant from the Robert Wood Johnson Foundation; reviewed the final proposal and Scope of Work outlining operation of the Commission.
3. Agreed, in response to concerns raised by Dr. Hubbard relating to the NBME's role in establishing eligibility criteria and setting pass-fail levels, that Dr. Piemme would request in writing confirmation from the Bureau of Health Resources Development that the BHRD contract and Scope of Work was not at variance with the Commission proposal agreed on at the November 28, 1973 meeting of participating organizations and agreed to distribute the Bureau's response to all Commission directors.
4. Appointed a subcommittee consisting of Mr. Griffin, Chairman, Drs. Fisher and Kinney, Mr. Moson and Mr. Slobodnik, charged with drafting proposed Bylaws, a contract with the NBME, and recommendations concerning the feasibility of incorporation and 501c(3) tax status for the Commission, for review at the next Commission meeting in November.
5. To assist the Bylaws Subcommittee in preparing Bylaws, reviewed and suggested both substantive and editorial changes in draft Bylaws in the agenda, including:
 - (a) Elimination of specific reference to Commission contractual relationships with other organizations and funding sources except as examples;
 - (b) Deletion of Article III, Section 2: "Major Changes";
 - (c) Revision of Article IV, Section 2 to allow for pro tem rather than permanent alternate delegates;

- (d) Deletion of Article V, Section 4; and
- (e) Revision of Article VII to provide for a Secretary, and delineate his duties, to specify limitations in tenure of officers, and to eliminate Section 3.
6. Agreed that the four Commission Officers would constitute the Commission Executive Committee, and deferred election of additional Executive Committee members until formal adoption of Bylaws.
7. Elected Mrs. Jack Dail, Winterville, North Carolina, and Dr. Geraldine Woods, Los Angeles, California, as additional directors of the Commission representing the public, with Mrs. Richard G. (Harriett) Inskeep as an alternate in the event one of the above could not serve; elected Edmund C. Pellegrino, M.D., Memphis, Tennessee, as the 21st Director of the Commission. Directed Dr. Haverty as Commission Secretary to invite the above three directors to serve.
8. By chance selection, staggered the initial terms of all Commission Directors, as follows:

One-Year Terms

Clement R. Brown, M.D.
James A. Collins, M.D.
Rolf Gunnar, M.D.
Howard L. Horns, M.D.
John P. Hubbard, M.D.
Edmund D. Pellegrino, M.D.
Dr. Geraldine Woods

Two-Year Terms

Ronald M. Audette, MX
Mrs. Jack J. Dail
John Rhodes Haverty, M.D.
Stephen L. Joyner, PA
Colonel Burt Rowen, USAF
Frederic L. Schoen, M.D.
Harold A. Zintel, M.D.

Three-Year Terms

C. Emil Fasser, PA
Robert L. France, UPA
Thomas D. Kinney, M.D.
Fred L. Olenberger, PA
Thomas E. Piemme, M.D.
Frank A. Riddick, Jr., M.D.
Mrs. Henrietta Walsh

9. Reviewed the application of the American Association of Physician's Assistants for membership on the Commission; considered the question of expanding membership to include representation from both the AAPA and the American Osteopathic Association, in view of the amount of primary care provided by osteopathic physicians. Agreed to defer action on both organizations until a formal mechanism for expanding membership had been adopted as part of official Bylaws. Requested the past President of the American Academy of Physician's Assistants to informally contact the AOA to ascertain their interest in membership.
10. Delegated to the Executive Committee the responsibility for interviewing and recommending a candidate or candidates for the position of Commission Executive Director, and for recommending a site for Commission offices in the context of the staff search; agreed to publicize the position through each director's individual organizational channels and request submission of applications and vitae to the Commission Chairman by mid-September. Requested the Chairman to prepare a job description for review and mail approval by the Commission.
11. Was informed by Drs. Hubbard and Andrew of progress in readying the 1974 examination for December 11 administration, of the eligibility criteria utilized for this examination and the procedure for verification of applicants' health care experience, and of the schedule for review of applications by the NBME Eligibility Committee in early October.
12. Agreed that the detailed criteria against which applicants' health care experience were evaluated by the NBME should be studied by the Commission in its development of eligibility criteria for the 1975 and subsequent examinations; appointed Ronald M. Audette, MX, and Howard L. Horns, M.D. to the NBME Eligibility Subcommittee, so as to provide Commission input into review and decision on problem or "borderline" applications for the 1974 examination.
13. Requested Dr. Riddick to prepare a report discussing suggested criteria and procedures for ensuring compliance with ethical and moral standards within the physician's assistant profession, for review at the next Commission meeting.
14. Agreed to attempt to schedule the next full Commission meeting between the date of November 3-15 in Chicago.*

*Annual meeting of the Association of American Medical Colleges is November 12-16 at the Conrad Hilton, Chicago.