

# Minutes of ACAPT Board Retreat Minutes, April 13, 2020 - 04/13/20

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**Date and time:** 04/13/20 01:00 pm to: 04/13/20 06:00 pm

**Present:** Sandy Brooks, Barb Sanders, Mike Sheldon, Nancy Reese, Emmanuel John, Scott Davis, Mary Blackinton, John Buford, Mary Dockter, Peter Altenburger

**CC:** Susan Appling

**Location:** virtual meeting, day 1 of 2

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## Topics

### 1. Welcome and Introductions

**Note** A quorum was established

#### 1-1. Conflicts of Interest

**Note** No new COI was reported.

#### 1-2. Antitrust Compliance Guidelines

**Note** The Board was reminded that ACAPT does not participate in antitrust conduct and adopts the Antitrust Compliance Guidelines as a core principle.

### 2. Consent Agenda

**Decision** Consent Agenda was approved, with the removal of the ACAPT Finance Committee minutes slated for Retreat Day 2 discussions.

#### 2-1. Ratifications Needed

**Decision** The Board approved motion to approve all the decisions to appoint members to various committees, task forces, Panels, ELP, etc.

### 3. Approval of Minutes

**Decision** The Board approved the minutes from the CSM, February 11 meeting.

### 4. COVID19 Impact & Response

**Note** Janice Howman, Chair of the NCCE Consortium reported that clinical education community are apprehensive of the potential effects of the backlog of clinical education experiences due to delays, and cancellations from the COVID-19 pandemic. Potential solutions could including:

- limiting or reducing length of full-time clinical education experiences to coincide with CAPTE's minimum requirements, and COVID-19 guidelines
- Revisit the 2-to-1 models of students supervision
- working with regional consortia to share resources, and collaborate on student placements across the nation.

The Board had an exhaustive discussion on these topics as outlined below:

- A question was asked if there are national data to evaluate the impact of the COVID-19 closures on physical therapy employment status. Susan Appling will check with PTAC and other APTA resources to see if there could be some answers.
- There was a suggestion that ACAPT should provide a national guidelines to programs for getting back to normal operations in PT Education, as well as the clinical education processes. It was further suggested that perhaps, State Boards will have more say on guidance. It was resolved that ACAPT will provide national guidelines, but put a caveat that there will be national variation based on what is acceptable or further guidance from individual state Boards.
- CAPTE should be requested to come forward with further guidance on the 28 weeks minimum for the final year cohort, and for future cohorts as the backlog of clinical education experiences may remain much longer after the current COVID-19 crisis eases off.
- Mary B. suggested that perhaps a meeting of stakeholders, ACAPT, NCCE, Private Practice Section, etc, to start working on a sort of compendium of understanding on the minimum number of weeks. It was suggested for ACAPT to jump start these discussions by forming a work-group to be put together: issues to be examined could include recommendations for: telehealth in clinical education, minimum clinical education weeks, didactic vs. online delivery of PT education.

**Decision** The Board resolved to create work groups that will brainstorm on the following issues:

- Janice Howman to lead a Clinicians and academic clinical educators work group that will include NCCE, Private Practice Owners, CESIGs, etc to revisit how to deal with the fallout of the COVID-19 disruptions on returning to the clinic education normalcy.
- CAPTE Changes: What accreditation standards needs to be revisited and continued to be relaxed by CAPTE. To be led by Nance Reese.
- What resources to be in place on campuses for students to return to the classroom, and potential readiness to send them to the clinics for safety issues (PPE). To be lead by Peter Altenburger.
- Clinical Group to examine readiness for students to return to the clinics
- John Buford to lead needs of graduating students.
- Education Research Group lead by Mary Blackinton to collate and examine actions and strategies used by various programs to deal with the COVID-19 pandemic disruptions.
- Another work group may exam the impact of budget cuts on ACAPT dues, and future financial projections. These work groups needs to take off by the first week of May, 2020.

## 5. Motions at ELC

### 5-1. Payment for Clinical Experience TF position statement and motion

**Note** The Board discussed the motions exhaustively, with clarifications from Janice Howman. Janice will send to Sandy an updated version of the motion for the Board to examine, and discuss at a future meeting.

### 5-2. Common Terminology document

**Decision** The Board was concerned that the document should be rightly renamed a PTA Education document. ACAPT will therefore request APTE to designate this as a PTA Education document, to avoid confusion with PT Education documents. Barb will have a discussion with Pamela Levangie (APTE President) to resolve.

**Task**  The Board was concerned that the document should be rightly renamed a PTA Education document. ACAPT will therefore request APTE to designate this as a PTA Education document, to avoid confusion with PT Education documents. Barb will have a discussion with Pamela Levangie (APTE President) to resolve.

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### 5-3. Traffic Rules

**Note** This traffic rule discussion will be tabled as this is not the right time to forward these to Programs.

### 5-4. ELP Student Debt Task Force recommendations adopted by the ELP

**Decision** Nancy Reese informed the Board that the ELP reviewed the Student Debt Task Force recommendations including:

- Programs to post the recommendations on their websites, and for CAPTE to enforce this through the AAR (Annual Accreditation Report).
- There is a list of resources for students to be posted on program websites for financial literacy.

The Board will review this and the three Presidents, APTA, ACAPT and APTE will second the task force recommendations with a letter to CAPTE.

### 5-5. Membership Levels

**Decision** The Board had discussions related to the Nominating Committee's suggestion to review expanding considerations as to who may be eligible to run for office beyond the designated representative to the institution. The Board will table the nominating committee's recommendation at this time.

**Decision** The Board approved the motion that developing programs will be charged the same dues as accredited PT programs, which is \$2,500.00. Developing PT programs shall not have voting privileges nor be eligible to run for office. This language will be developed for presenting as a motion to the membership at ELC

**Decision** The Board discussed other levels of membership and did not have any other levels of membership to recommend as a bylaws change. The Board has the understanding that faculty with Emeritus status at their old institution are still considered ACAPT members, since there is still an institutional affiliation.

### 5-6. Need for a membership emergency electronic vote

**Decision** The Board discussed whether or not a motion should be made to allow for virtual voting to replace the Business Meeting should ELC be cancelled in addition to electronic voting of the membership for emergency votes at other times of the year. Should we need to conduct ELC virtually, it would be possible for us to do so without a bylaws change, according to the Virginia Nonstock Corporation Act. As for electronic voting at other times, this will be further explored.

## 6. Clinical Education Panels

**Decision** Shawne Soper reported on the Clinical Education Panels report on recommendation from the Simulation Panel Summit. Their work will be presented at ELC 2020, an abstract was recently shared with Board members. Two versions of the recommendations/report were presented to the Board; a tabular summary, and a more comprehensive 18-page report. Eleanor will work with Shawne to create a visual, and place both documents on the ACAPT website.

Shawne Soper will get ready to present the full work done by the Panel at ELC 2021.

## 7. Simulation Consortium Proposal

**Decision** The Board decides to table this consortium proposal. The Board through Barb, will engage the proposers of the Consortium to see how they may or may not fit into already existing Consortia, such as NIPEC, Pedagogy.

## 8. Communications

### 8-1. Brand Strategy

**Decision** Eleanor presented to the Board different drafts of ACAPT/Consortia branding graphics. The Board reviewed, and suggested modifications, and approved some the branding strategy recommendations for ACAPT, Consortia, and Members (for placing on ACAPT Program website); logos, letterhead, PowerPoint, Social media, etc.

### 8-2. Membership Survey

**Decision** Eleanor presented to the Board a comprehensive Membership Survey instrument. After a review, the Board approves review based on feedback, and a fall 2020 target date for administering the survey. Eleanor will get bids, and come back to the Board with cost from potential vendors.

### 8-3. Communications and Privacy Policy

**Decision** Eleanor reviewed with the Board the proposed new Communications and Privacy Policy. Sandy and Eleanor are to work together to review and present to the Board at a later; all current policies that needs to be rescinded, and merged into the latest policy draft for approval by the Board.

The Board also reviewed the ACAPT Privacy Policy draft presented by Eleanor. The Board requested that the privacy policy with Legal Counsel.

## 9. Adjourn

**Note** Meeting Adjourned at 5.26 pm

## Task Summary

### New Tasks

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*Owned by Barb Sanders due 05/01/20*