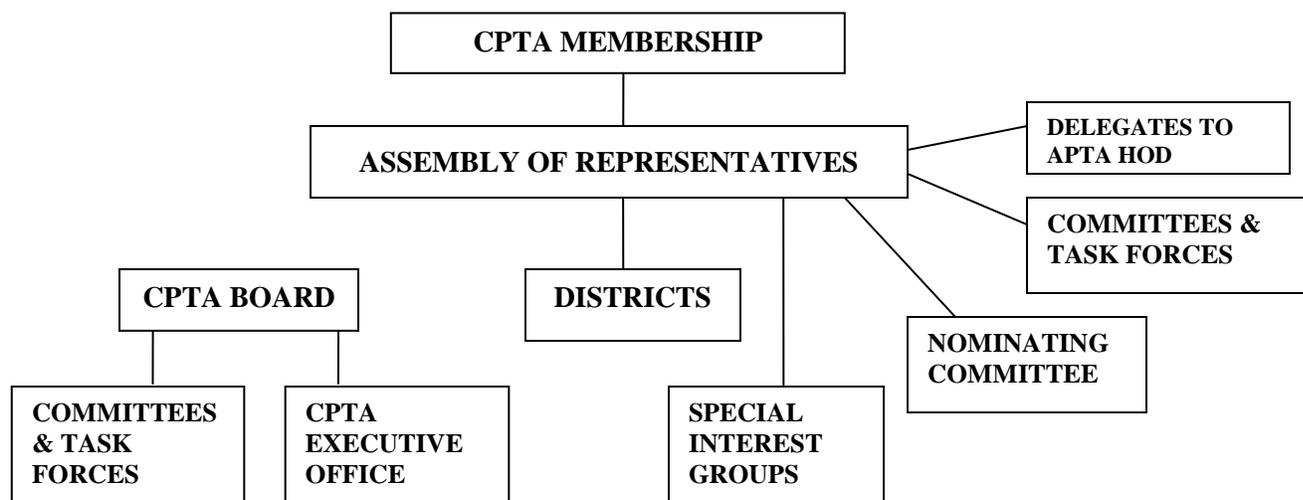


CALIFORNIA PHYSICAL THERAPY ASSOCIATION (CPTA)

ORGANIZATIONAL CHART



The original Organization Chart was created in 1977 and revised in 1995. The basic structure has not changed. This is an update reflecting editorial changes in the organization's name and category titles.

MEMBERSHIP

The membership of the California Physical Therapy Association (CPTA) consists of those APTA members assigned to CPTA. The voting membership elects members of the Board and Nominating Committee. This election is conducted by electronic voting. (Note: the voting membership consists of Active and Life Physical Therapist and Physical Therapist Assistant members).

DISTRICTS

The membership of CPTA also constitutes the membership of the Districts within the Chapter. Each member is assigned to the District encompassing his or her address as found in the CPTA database. Districts are authorized by the Board upon petition from members in compliance with the Bylaws and policy requirements. Changes in District assignment may be approved by the Board upon request of individual members in compliance with provision of the Bylaws and APTA/CPTA policy.

ASSEMBLY OF REPRESENTATIVES

Districts elect a Chief Representative to the Assembly of Representatives. They also elect additional Physical Therapist and Physical Therapist Assistant Representatives. The number of Representatives from each District is determined by the District membership in January of each year. The members of the Board are also members of the Assembly of Representatives. The Vice President serves as Speaker of the Assembly. The Secretary services as the Secretary of the Assembly. Each CPTA Special Interest Group elects a non-voting Representative to the Assembly. Districts select non-voting Student and Student Affiliate Representatives from the education programs in their district.

The Assembly of Representatives is the basic legislative and policy-making body of the CPTA. It has the power to amend and revise the Chapter Bylaws. The Assembly of Representatives meets once a year to consider matters of importance to the membership.

CALIFORNIA PHYSICAL THERAPY ASSOCIATION (CPTA)

ORGANIZATIONAL CHART

DELEGATES TO THE APTA HOUSE OF DELEGATES

CPTA's Chief Delegate is elected by the voting membership for a two-year term. The additional Delegates are elected by the Assembly of Representatives. Current Assembly policy provides that each District shall elect one member to serve as a CPTA Delegate. Final admission of these elected members to the CPTA Delegation is contingent upon ratification of these members by the Assembly. Members of the CPTA Board may serve as Delegates, also subject to ratification by the Assembly. Additional Delegates and alternates are elected by the Assembly from an at large slate, compiled by the Nominating Committee.

NOMINATING COMMITTEE

The Nominating Committee prepares a slate for vacancies on the CPTA Board and Nominating Committee. This slate is reported at the meeting of the Assembly, where the Assembly may make additional nominations. The slate is also reported on the CPTA website, *PT Interventions*, and *PT Notes*. Districts and individual members are solicited for suggestions for candidates for these vacancies by the Nominating Committee, through special mailings, the CPTA website, *PT Interventions*, and *PT Notes*. The Nominating Committee compiles a state of candidates for additional Delegates to the APTA House of Delegates and presents it to the Assembly at its regular meeting. The Nominating Committee reports directly to the Assembly.

CPTA BOARD

The CPTA Board consists of five officers and four directors. The officers are the President, Vice President, Secretary, Finance Officer, and Chief Delegate. The CPTA Board makes and carries out the mandates and policies of CPTA as approved by the Assembly. The CPTA Board directs all business and financial affairs of CPTA (including an annual budget), directs all CPTA committees (aside from Nominating and Reference Committees), is responsible for CPTA publications and Annual Conference, and maintains the CPTA Executive Office. The CPTA Board carries out its functions using operational and strategic plans. The CPTA Board may establish an Executive Committee consisting of the President, Vice President, and Finance Officer. The duties of an Executive Committee include: 1. Acting on behalf of the CPTA Board between its meetings; 2. Serving as a personnel committee; and 3. Performing such other duties as may be assigned by the CPTA Board. Currently, the CPTA Board holds three regular meetings, generally in March, July, and December. Additional conference call meetings are scheduled as needed in the intervening months.

COMMITTEES

All committees, except the Nominating and Reference Committees, are responsible to and report to the CPTA Board. The Finance and Ethics Committees are specifically authorized by CPTA Bylaws, which list specific duties of these committees. All other committees are established by the CPTA Board, which determines their functions and receives their reports. Committees are advisory to the CPTA Board and carry out only those activities authorized by Bylaws, Board Policy, or CPTA charges. All Committees, with the exception the Nominating and Reference Committees, submit reports to the Board for each of its meetings and at other times when requested in the manner prescribed in CPTA Board policies. All Committees (except Nominating and Reference Committees) function in compliance with their Committee Procedure Manual. These manuals, prepared by the committees, are subject to CPTA Board approval. The CPTA Board appoints Board members to serve as liaisons to Committees and to serve as committee chairs, unless otherwise stipulated. Board liaisons to committees are appointed to facilitate communication and activities related to the CPTA Mission and Strategic Plan. The Assembly may similarly appoint and use committees to accomplish its business.

CALIFORNIA PHYSICAL THERAPY ASSOCIATION (CPTA)

ORGANIZATIONAL CHART

TASK FORCES

Task Forces are created by the CPTA Board to perform specific tasks and are dissolved upon completion of the task and final action by the CPTA Board on their recommendation. Reports are required from each Task Force for each CPTA Board meeting upon a schedule given to the Task Force when its charge from the Board is transmitted. The CPTA Board appoints Board members to serve as liaisons to selected Task Forces to facilitate communication and activities. The Assembly may similarly utilize Task Forces.

SPECIAL INTEREST GROUPS AND ASSEMBLY SUBSIDIARY GROUPS

Special Interest Groups are authorized by the CPTA Board and the Assembly of Representatives upon petition from members in compliance with Bylaws and policy requirements. Special Interest Groups are formed to support a special interest or segment of the membership and are similar on the CPTA level to the APTA sections at a national level.

CPTA EXECUTIVE OFFICE

The CPTA Executive Office is the responsibility of the CPTA Board, which has assigned specific overview of its operation to the Executive Committee. Current activities of the CPTA Management Team include: membership records; government relations with the legislature and state agencies; relations with other professions; public outreach programs; continuing education and Annual Conference; publication and distribution of guidelines, reports, newsletters, and other documents; sales of sponsorships, ads, and exhibit space; website maintenance; Business Partners management; services to all CPTA Committees, Task Forces, Board, Assembly of Representatives, and Delegates; general correspondence; maintenance of financial records; mailings to Districts, Special Interest Groups, and California Physical Therapist and Physical Therapist Assistant Education Programs; servicing Districts and Special Interest Groups; and relations with APTA and other Component Executives.

The CPTA Management Team consists of an Executive Director; Assistant Executive Operations & Finance; Executive Associate, Governance; Executive Associate, Professional Affairs; Executive Associate Membership & Communications; Assistant Membership & Communications; Executive Associate Education & Meetings; Assistant, Education & Meetings. The CPTA Executive Office is located at 1990 Del Paso Road, Sacramento, CA 95834; telephone (916) 929-2782 or (800) 743-2782; FAX (916) 646-5960; website: www.ccapta.org.