

Ohio State Chapter of the American Physical Therapy Association, Inc.

BYLAWS

ARTICLE I. NAME AND RELATIONSHIP TO AMERICAN PHYSICAL THERAPY ASSOCIATION

Section 1: The Ohio State Chapter of the American Physical Therapy Association, Inc., hereinafter referred to as the Chapter or the OPTA, shall be a chapter of the American Physical Therapy Association, hereinafter referred to as the Association.

Section 2: The geographic jurisdiction of the Chapter shall coincide with the boundaries of Ohio.

ARTICLE II. OBJECT

The object of the Chapter shall be the object of the Association as stated in the Association Bylaws.

ARTICLE III. FUNCTIONS

The functions of the Chapter shall be the same as the functions of the Association as stated in the Association bylaws.

ARTICLE IV. MEMBERSHIP

Section 1: Categories and Qualifications of Members

The Chapter membership categories and qualifications Physical Therapist, Retired Physical Therapist, Life Physical Therapist, Physical Therapist – Post-Professional Student, Student Physical Therapist, Physical Therapist Assistant, Retired Physical Therapist Assistant, Life Physical Therapist Assistant, and Student Physical Therapist Assistant shall be the same as those of the Association.

In addition, the Chapter shall maintain a single Corresponding Member category and a single Corresponding Student Member category with rights and privileges as stated in the Association bylaws.

Section 2: Rights and Privileges of Members

The rights and privileges of the Chapter's members shall be identical to those established in the Association bylaws.

Physical Therapist Assistant, Retired Physical Therapist Assistant, and Life Physical Therapist Assistant shall have one vote at the Chapter level.

Section 3: Admission to Membership

Admission to Chapter membership is by assignment by the Association's Board of Directors.

Section 4: Good Standing

An individual member is in good standing within the meaning of these bylaws if the member is in good standing in the Association.

Section 5: Disciplinary Action

- A. Any member of the Chapter who is suspended by the Association shall have his or her membership privileges suspended in the Chapter. Any member who is expelled from membership in the Association shall be expelled from Chapter membership.
- B. Complaints to the effect that a member has violated the ethical principles or standards of the Association shall be processed in accordance with the Association's Procedural Document on Disciplinary Action.

Section 6: Reinstatement

Individuals shall be reinstated to Chapter membership in accordance with the Association's Standing Rules. The Chapter may not charge a reinstatement fee.

ARTICLE V. DISTRICTS AND SPECIAL INTEREST GROUPS

Section 1: Districts

- A. A district shall:
 - 1. Operate under bylaws or rules of order that shall not be inconsistent with chapter or Association bylaws and that shall be approved by the Chapter Bylaws Committee.
 - 2. Not establish dues.
 - 3. Not levy special assessments that carry punitive action or loss of good standing.
- B. A district of the Chapter may be established and/or dissolved in accordance with the rules and conditions specified by the Chapter Board of Directors.

Section 2: Special Interest Groups

- A. A special interest group shall:
 - 1. Operate under bylaws or rules of order that shall not be inconsistent with Chapter or Association bylaws and that shall be approved by the Chapter Bylaws Committee.
 - 2. Not levy special assessments that carry punitive action or loss of good standing.
- B. A special interest group of the Chapter may be established and/or dissolved in accordance with the rules and conditions specified by the Chapter Board of Directors.
- C. A special interest group of the Chapter shall be self-supporting except when financial support is approved by a majority vote of the Board of Directors.

Section 3: Limitations

Districts and special interest groups are subject to the following limitations:

- A. Bylaws and policies of the Association and the Chapter.
- B. No district or special interest group shall profess or imply that it speaks for or represents the Chapter or members other than those currently holding membership in the district or special interest group unless authorized by the Chapter Board of Directors.

ARTICLE VI: MEETINGS

Section 1: Regular and Annual Meetings

The annual business meeting of the OPTA membership shall be held during the spring.

Section 2: Special Meeting(s)

A special meeting of the membership shall be called by a two-thirds (2/3) vote of the Board of Directors or upon written request of fifty (50) chapter members.

Section 3: Notice of Meeting Requirements

Notice of the annual meeting shall be sent to all members thirty (30) days prior to the date of the meeting. The meeting may not conflict with the Association's Combined Sections Meeting or Annual Meeting. Notice of a special meeting and of its purpose shall be sent to all members at least ten (10) days prior to the date of the meeting.

Section 4: Quorum and Voting

- A. A quorum shall consist of fifty (50) chapter members (Physical Therapist, Life Physical Therapist, Retired Physical Therapist, Physical Therapist Assistant, Life Physical Therapist Assistant, and-Retired Physical Therapist Assistant).

Section 5: Meeting Minutes

All meeting minutes shall be submitted to the Association within 45 days after the date of the meeting.

Section 6: District Participation

If a district is not represented by at least one member in the Annual Meeting, notification will be given to the Board of Directors for investigation and appropriate action as deemed necessary by the Board of Directors.

**ARTICLE VII. OFFICERS
BOARD OF DIRECTORS
EXECUTIVE COMMITTEE**

Section 1: Officers: Rights, Duties, and Responsibilities

A. Titles.

1. The Officers of the Chapter (the President, President Elect, Vice President, Treasurer, and Secretary) and three Directors make up the Executive Committee.
2. The Officers, Directors, District Chairs, Chief Delegate and Representative to the Physical Therapist Assistant Caucus (hereinafter referred to as the PTA Caucus) shall constitute the Board of Directors of the Chapter. Herein, the term Board of Directors will refer to these elected officers.

B. Duties of the Board of Directors. The Board of Directors has full power and complete authority to perform all acts and to transact all business for and on behalf of the Chapter, subject to the provisions of these Bylaws and the Bylaws of the Association and subject to all resolutions of the members. The Board of Directors shall:

1. Further the object and perform the functions of the Association as set forth in its Bylaws and in policy statements made by the House of Delegates in the area of the Chapter's jurisdiction;
2. Appoint and direct activities of the standing committees, including maintenance of a current Policies and Procedures Manual for the Chapter;
3. Create and appoint special committees as may be necessary to fulfill the function of the Chapter;
4. Oversee responsible management of Chapter finances and appoint auditors prior to each annual meeting of the Chapter;
5. Meet at least three (3) times annually and hold as many special meetings as are necessary to conduct the business of the Chapter;
 - a. Special meetings may be called by the President or shall be scheduled upon written request of at least eight (8) members of the Board.
 - b. A quorum will consist of a majority of Board members.
6. Maintain liaison with the Association and inform Chapter members of all matters pertaining to the welfare of the organization and of the profession; and
7. Make reports to the Board of Directors of the Association as requested.

C. Duties of the Executive Committee.

1. The Executive Committee shall act on behalf of the Board of Directors in the case of an emergency and if the Board of Directors cannot be convened.
2. A meeting may be called by the President or shall be scheduled upon written request of at least four (4) members of the Executive Committee.
3. A quorum will consist of a majority of Executive Committee members.

D. Terms of Office

1. The Officers, Directors, District Chairs, Chief Delegate, and PTA Caucus Representative shall serve a term of three (3) years or until the election and assumption to office of their successors, except President Elect who shall serve one year prior to assuming the office of President.
2. Terms of office shall begin on July 1 following the election, beginning in 2011.
3. No member shall serve more than two (2) complete consecutive terms in the same office.

Section 2: Vacancies

A. President. If before the expiration of the term for which he or she was elected the President dies, resigns, is removed, or becomes disqualified, the Vice President shall succeed to the office vacated and shall serve the unexpired portion of the term. If there is no current Vice President and there is a President Elect, that person shall succeed to the presidency for the remainder of that term as well as the following three-year term.

B. President Elect. If the position of President Elect becomes vacant prior to the Annual Meeting during the President Elect's one-year term, the Nominating Committee shall prepare a slate of candidates for the upcoming term of President and nominations may be submitted from the floor by any voting member of the Chapter. A President shall be elected via the mail ballot distributed to members immediately after the Annual Meeting.

If the position of President Elect becomes vacant after adjournment of the Annual Meeting during the President Elect's one-year term, the Vice President shall serve the unexpired term of the President Elect

and the first year of the subsequent Presidential term. The Nominating Committee shall prepare a slate of candidates prior to the next Annual Meeting, for the next scheduled election, to serve the final two years of that Presidential term.

- C. **Other Board Members.** Any vacancy created by death, resignation, removal, or disqualification of any other Officer, Director, Chief Delegate, or Representative to the PTA Caucus shall be filled by appointment of the Board of Directors and such appointment shall be for the unexpired term.

Section 3: Qualifications

- A. **Officers.** Only Physical Therapist, Physical Therapist Assistant, Retired Physical Therapist, Life Physical Therapist, Life Physical Therapist Assistant, and Retired Physical Therapist Assistant members of this Chapter who have been members of the Association for three (3) years, who have been members in good standing of the Chapter for the year immediately preceding the election, and who have consented to serve shall be eligible for election to office. Only Physical Therapist, Retired Physical Therapist, and Life Physical Therapist members who meet the criteria above and who have demonstrated active leadership in the Association at the state or national level (as determined by a majority vote of the Nominating Committee) may serve as President, President Elect, or Vice President.
- B. **Directors.** Only Physical Therapist, Physical Therapist Assistant, Retired Physical Therapist, Life Physical Therapist, Life Physical Therapist Assistant, and Retired Physical Therapist Assistant members of this Chapter who have been members of the Association for five (5) years, who have demonstrated active leadership in the Association at the state or national level (as determined by a majority vote of the Nominating Committee), and who have consented to serve may serve as Director.
- C. **Chief Delegate.** The Chief Delegate must have served as a Delegate to the House of Delegates for at least two (2) terms, shall be a Physical Therapist member, and shall have consented to serve.
- D. **Representative to the PTA Caucus.** The qualifications of the Representative shall be as stated in the APTA Board policies and procedures.

Section 4: Duties of Individual Members

A. **President**

The President of the Chapter shall:

1. Serve as official spokesman for the Chapter;
2. Preside at all meetings of the Board of Directors;
3. Preside at all meetings of the Chapter membership;
4. Serve as ex-officio member of all committees except the Nominating Committee and the Ethics Committee; and
5. Serve as an elected Delegate to the House of Delegates.

B. **President Elect**

The President Elect:

1. Shall assist the President in the conduct of all Chapter activities in accord with assignments made by the President;
2. In the event there is no sitting Vice President, shall succeed to the presidency for the unexpired term on the death, resignation, removal, or disqualification of the President, prior to beginning the three-year term for which he/she was elected; and
3. Shall continue to hold another position on the Board of Directors if holding that position at the time of election to President Elect, until assuming the position of President. If the President Elect holds two positions on the Board of Directors, that person will have only one vote on the Board.

C. **Vice President**

The Vice President shall:

1. Officiate for the President in his/her absence or at his or her request.
2. Succeed to the presidency for the unexpired term on the death, resignation, removal, or disqualification of the President; and,
3. Coordinate the activities of Chapter standing committees as designated in the Policies and Procedures.

D. **Secretary**

The Secretary shall:

1. Keep the minutes of the proceedings of the meetings of the Board of Directors.
2. Keep the minutes of the proceedings of the Annual Chapter Meeting and any special meetings of the members.
3. Coordinate activities of assigned committees as designated by the Board of Directors.

E. Treasurer

The Treasurer shall:

1. Oversee the staff in keeping true and accurate accounts of all receipts and disbursements of the Chapter;
2. Make a report in writing at each meeting of the Board of Directors;
3. Publish a report in the Chapter newsletter prior to each Annual Meeting;
4. Serve as chair of the Finance Committee;
5. Present the proposed Chapter budget to the Board of Directors for approval at the fall Board meeting.
6. Publish and distribute to the membership the Chapter budget for the next fiscal year by the end of the current year.

F. Directors

Directors shall:

1. Help provide continuity of the business, program, and activities of the Chapter;
2. Function according to the needs of the Board of Directors in all matters pertaining to the business and welfare of the Chapter; and
3. Coordinate activities of assigned committees as designated by the Board of Directors.

G. District Chairs

Each District Chair shall:

1. Submit in writing a report of activities of the District at each regularly scheduled meeting of the Board of Directors and at other times on the request of the Board;
2. Maintain a liaison between the District and the Chapter; and
3. Submit in writing to the President of the Chapter an annual report.

H. Chief Delegate

The Chief Delegate shall:

1. Assure a full complement of Chapter Delegates from the OPTA;
2. Coordinate activities of the Chapter Delegation to prepare for the House of Delegates; and
3. Provide leadership to the Chapter Delegation during the House of Delegates.

I. Representative to the PTA Caucus

The Representative to the Physical Therapist Assistant Caucus shall:

1. Attend and participate in the Annual and Special Meetings of the PTA Caucus;
2. Serve as liaison between the Chapter Board of Directors and the PTA Caucus;
3. Present to the PTA Caucus such matters as are ordered by the Chapter membership or Board of Directors;
4. Vote at meetings of the PTA Caucus in accordance with instructions and/or policies of the Chapter;
5. Assist in identifying issues relevant to the PTA;
6. Prepare for the PTA Caucus and give input to the Chapter Delegates by attending Chapter Delegates' meetings throughout the year and caucuses or other duties as assigned at the time of the House and PTA Caucus session;
7. Report to the Executive Committee regarding activities at the Meeting of the PTA Caucus; and
8. Serve on the Chapter Board of Directors.

ARTICLE VIII. COMMITTEES

Section 1: Finance Committee

This committee shall consist of the Chapter Treasurer as chair and the treasurer of each district. Members of this committee shall serve a term commensurate with their term of office as district treasurer. This committee shall:

- A. Prepare a budget to be presented and approved by the Board in the fall of the year prior to expenditures;
- B. Distribute the budget to the membership prior to the end of the year;
- C. Make budget modification recommendations to the Board of Directors at the first meeting of each business year; and
- D. Advise the Board on matters pertaining to financial needs, growth and stability, and on investment policies.

Section 2: Ethics Committee

This committee shall consist of at least three (3) members and each member shall serve a term of three (3) years. At least one member shall be appointed annually by the President, with the approval of the Board of Directors. No member shall serve more than two complete consecutive terms. This committee shall:

- A. Propose revisions of the ethical principles and standards of the Association and the Procedural Document on Disciplinary Action to the Association;
- B. Process reported violations of ethical principles and standards in accordance with the Association's stated procedures; and
- C. Carry out other duties as may be requested by the Board of Directors.

Section 3: Nominating Committee

The Nominating Committee shall consist of a Chair plus one member elected by each component district according to each district's procedures. The Chair and all members must have been Physical Therapist, Life Physical Therapist, Retired Physical Therapist, Physical Therapist Assistant, Life Physical Therapist Assistant, or Retired Physical Therapist Assistant members of the Chapter for at least one (1) year immediately preceding their selection. The Chair shall be elected by majority vote of the OPTA membership by mail ballot (electronic or paper) following the Annual Meeting, and shall serve a term of three (3) years or until the election and assumption to office of a successor. PROVISIO: The term of service for the elected 2016 chair shall be two (2) years, following which the term of service will revert to align with original bylaws language following this one-time change. Any vacancy created by death, resignation, removal, or disqualification of the Chair of the Nominating Committee Chair shall be filled by the Board appointing one member of the Nominating Committee to serve as Chair until the next election. At that time a Committee Chair shall be elected for the remainder of the term. This committee shall:

- A. Prepare a list of nominees for offices to be filled (chapter officers, delegates to the House and Chair of the Nominating Committee) with inclusion of candidates' qualifications when deemed necessary by the Board of Directors. The slate prepared shall consist of no more than two (2) candidates for any vacancy.
- B. Forward the list of nominees to the Chapter Office at least sixty (60) days in advance of the Annual Meeting, to be published in the Chapter newsletter.
- C. Any voting member of the Chapter shall have the right to nominate from the floor. Members so nominated must meet the qualifications stated in the Chapter Bylaws.

Section 4: Bylaws Committee

The Bylaws Committee shall consist of a Chair and two or more members, all appointed by the Board of Directors to serve for three (3) years. Duties of this committee are listed in Section XIV Amendments.

Section 5: Membership Committee

The Membership Committee shall consist of a Chair, appointed by the Board of Directors, plus one member from each district. The Chair shall serve a term of three (3) years and members shall serve a term of two (2) years. This Committee shall:

- A. Coordinate activities with OPTA staff to promote recruitment and retention of members.
- B. Serve as liaison between APTA headquarters staff and the OPTA for membership development.
- C. Network with membership representatives from other chapters to share ideas and promotional materials.

Section 6: Such other committees, standing or special, may be appointed by the President, with the approval of the Board, as the Board of Directors deems necessary to carry on the work of the Chapter.

ARTICLE IX. DELEGATES TO THE ASSOCIATION'S HOUSE OF DELEGATES

Section 1: Qualifications

- A. Only Physical Therapist members who have been Association members in good standing in any category of membership for two (2) years immediately preceding may serve as Chapter delegates.
- B. A Chapter Delegate may not, in the same year, serve as Section Delegate.
- C. The Chapter shall notify Association headquarters of the names of Chapter Delegates, as required by the Association and the Standing Rules of the House of Delegates.
- D. The Chapter must be represented in the House of Delegates at least every third year.

Section 2: Election and Term

- A. The President shall serve as an elected delegate.
- B. The Chief Delegate shall be elected by the Chapter membership with qualifications identified in ARTICLE VII, Section 4, C.

- C. The additional number of Delegates to which the Chapter is entitled shall be selected by plurality vote of the members by mail ballot (electronic or paper) following the Annual Meeting.
 - 1. A slate of candidates for Delegate shall be presented to the members by the Nominating Committee.
 - 2. Additional nominations may be submitted from the floor.
 - 3. Alternate Delegates may also be elected for a one-year term.
- D. If an elected Delegate is unable to attend a House session, the Delegation may assign a qualified member of the Chapter to act as a Delegate at the particular session. If a Delegate is removed from office, or if an insufficient number of Delegates are selected, or the Annual Meeting fails to convene, the Delegation may assign a qualified member of the Chapter to serve as Delegate.
- E. Delegates shall serve three (3) years beginning July 1 following the election. Delegates appointed to fill vacancies shall serve the term for that vacancy. As the terms expire, these positions shall be filled by selection for three-year terms.

Section 3: Duties of Delegates

- A. Attend and exercise voting privileges at the Annual and special meetings of the House of Delegates of the Association and in any mail vote;
- B. Support the recommendations of the Board of Directors and chapter membership in the House of Delegates; and
- C. Assist in preparation of the Chapter Delegation for the House sessions by attending Chapter Delegates' meetings throughout the year and caucuses or other duties as assigned by the Chief Delegate at the time of the House sessions, and by investigating issues related to proposed resolutions and elections.

Section 4: Removal from Office

A Delegate who consistently fails to meet his or her responsibilities may be removed from office by a two-thirds (2/3) vote of all the selected Delegates. The Delegate must be notified in writing at least thirty (30) days prior to the vote being taken so that he or she can have an opportunity to be heard, and the Delegate shall have the right to appeal a vote for removal to the Board of Directors at its next regular meeting; the decision of the Board shall be final.

ARTICLE X. ELECTIONS

Section 1: Candidates

The slate of candidates will be made up by the Nominating Committee and presented to the membership at the Annual Meeting for approval or additional nominations. The Vice President, Secretary, and Nominating Committee Chair shall be elected in one year, the President Elect and Representative to the PTA Caucus in the second year, and the Chief Delegate and Treasurer in the third year. One Director shall be elected each year and Delegates shall be elected each year as described in Section 2, C.

Section 2: Methods of Election

- A. Election of officers, directors, chief delegate, and nominating committee chair shall be by mail (paper or electronic) ballot to the membership immediately after the Annual Meeting, unless there is only one (1) nominee for each office. In that case, a declaration of election shall be made at the Annual Meeting.
- B. Election of Representative to the PTA Caucus shall be by mail (paper or electronic) ballot to the Physical Therapist Assistant membership immediately after the Annual Meeting, unless there is only one (1) nominee for office. In that case, a declaration of election shall be made by Physical Therapist Assistant members attending the Annual Meeting.
- C. One-third (1/3) of the additional number of Delegates to which the Chapter is entitled beyond the President and Chief Delegate shall be selected by plurality vote of the members by mail (electronic or paper) ballot following each Annual Meeting. Alternate Delegates may also be elected for a one-year term. If the number of candidates for Delegate is equal to the number of Delegates to be elected that year, a declaration of election shall be made at the Annual Meeting.

Section 3: Voting by Mail

- A. **Elections.** In elections by mail ballot all voting members in good standing may cast a full vote. A ten percent (10%) return shall be required for a valid vote. A majority of all votes cast is necessary for election. In case of a tie, the names of the candidates receiving an equal number of votes are placed in a container and one name is pulled to identify the elected candidate.
- B. **Other mail ballots.** In such matters other than elections as the Board of Directors deems advisable, voting by mail (paper or electronic) may be carried out. Special ballots shall be sent to all Physical Therapist, Life Physical Therapist, Retired Physical Therapist, Physical Therapist Assistant, Life Physical Therapist Assistant, and Retired

Physical Therapist Assistant members of the Chapter at least thirty (30) days before the vote is taken. A ten percent (10%) return shall be required for a valid vote.

Section 4: Official Results

A Tellers' Report is submitted to the Board of Directors and results must be forwarded to the Association within forty-five (45) days following the vote deadline.

ARTICLE XI. FINANCE

Section 1: Fiscal Year

The fiscal year of the Chapter shall be the fiscal year of the Association, January 1 through December 31.

Section 2: Limitation on Expenditures

No officer, employee, or committee shall expend any money not provided in the budget as adopted, or spend any money in excess of the budget allotment, except by order of the Chapter's Board of Directors. The Board shall not commit the Chapter to any financial obligation in excess of its current financial resources.

Section 3: Dues

A. Chapter dues shall be as follows:

Physical Therapist: \$170

Physical Therapist – Post Professional Student: \$50

Physical Therapist Assistant: \$99

Life Physical Therapist and Life Physical Therapist Assistant: No dues

Student Physical Therapist and Student Physical Therapist Assistant: \$10

Retired Physical Therapist: \$82

Retired Physical Therapist Assistant: \$48

Corresponding: \$48

Corresponding Student: No dues

- B. Student Physical Therapist and Student Physical Therapist Assistant member dues are for 12 months from the time of renewal or join date. As of the last day of the graduation month, the Student Physical Therapist or Student Physical Therapist Assistant member automatically converts to the Physical Therapist or Physical Therapist Assistant member category for the remainder of the 12 months of membership. Once the membership remainder expires, these new Physical Therapist and Physical Therapist Assistant members are eligible for one year of membership at 50% of the Association and chapter dues rate for a Physical Therapist or Physical Therapist Assistant member.
- C. All dues shall be for the period specified in the Association's bylaws and shall be payable following the Association's schedule.
- D. All dues changes approved by the Chapter membership and approved by the Association's Board of Directors before the Association's deadline will become effective on the first of the Association's next fiscal year.
- E. The OPTA Board of Directors may offer discounts to Chapter dues or other financial incentives, as a means of promoting membership.

Section 4: The Chapter shall submit its annual financial statements, tax returns, and audit report to the Association when and as directed by APTA Headquarters.

ARTICLE XII. DISSOLUTION

Section 1

The Chapter may be dissolved by the Board of Directors of the Association in accordance with the Association Bylaws.

Section 2

The Chapter may dissolve or merge with another chapter subject to such recommendation being supported by no less than two-thirds (2/3) of the members of the Chapter Board of Directors and then adopted by a majority of the Chapter's members via mail (paper or electronic) ballot.

Section 3

If the Chapter is dissolved, all property and records of whatsoever nature in possession of the Chapter shall after payment of all bona fide debts be conveyed to the Association. In the case of a Chapter merger, all records will be turned over to the continuing Chapter.

ARTICLE XIII. PARLIAMENTARY AUTHORITY

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Chapter in all cases to which they are applicable and in which they are not inconsistent with the these bylaws and any special rules of order adopted by the Chapter.

ARTICLE XIV. AMENDMENTS

These Bylaws may be amended at the Annual or any special Meeting of the Chapter members, a quorum being present, by affirmative vote of at least two-thirds (2/3) of those members present and voting providing that the procedures listed below are followed by the Bylaws Committee.

- A. Receive and review proposals for amendments from the Board of Directors, districts or individual members of the Chapter.
- B. Submit any proposed amendment in writing to the Board of Directors at least three (3) months prior to the Annual Meeting.
- C. At least sixty (60) days prior to giving notice to the membership, submit a copy of the Chapter Bylaws and separate Bylaw amendments with rationale to the Association for parliamentary review
- D. Submit proposed Bylaw changes to the Chapter office to be published in the Newsletter thirty (30) days prior to the Annual Meeting.
- E. Present motions for Bylaw changes to members attending the Annual Meeting.
- F. Submit Bylaw changes approved by the members to the Association for approval.
- G. Any appeal to the APTA Board of Directors' decision not to approve Bylaws or Bylaw amendments shall be forwarded to the Association President and shall be accompanied by the following:
 1. Final copy of the Bylaws as adopted or amended by the Chapter;
 2. Copy of the parliamentary review;
 3. Copy of the decision and explanation from the Board of Directors; and rationale for the appeal.
- H. Send to the Association a copy of the adopted Bylaws, including the date of adoption, within thirty (30) days.
- I. Provide adopted Bylaws to the Chapter office for posting on the OPTA web site.

If the intent of an amendment is editorial or to bring the Chapter's bylaws into agreement with those of the Association, the amendment shall be made as required by the Chair of the Bylaws Committee and shared with the Chapter Board of Directors. The Chair of the Bylaws Committee shall notify the Chapter's membership that such amendments have been made.

Amendments to the Chapter's bylaws become effective upon approval in writing by the Association's Board of Directors. (Exception: changes in chapter dues become effective on the first day of the Association's fiscal year following approval).

ARTICLE XV. ASSOCIATION AS HIGHER AUTHORITY

In addition to these Chapter bylaws, the Chapter is governed by the Association's bylaws and standing rules, and by the Association's House of Delegates and Board of Directors policies.

Amended October 2009

Amended April 2016

Amended October 2016

Additional copies of the Ohio Physical Therapy Association Bylaws are available from:
Ohio Physical Therapy Association
1085 Beecher Crossing North, Suite B
Gahanna, OH 43230