

AAFP DELEGATES & ALTERNATE DELEGATES

Powers and Duties of AAFP Delegates and Alternate Delegates:

(As defined by LAFP Bylaws - Chapter X, Section 12)

1. It shall be the duty of the delegates and alternates to attend all meetings of the American Academy of Family Physicians Congress of Delegates as representatives from the Louisiana Academy of Family Physicians. In the event the Delegate cannot be present at the American Academy of Family Physicians Congress of Delegates, the alternate shall assume the powers and duties of the delegate. They shall be aware of the general opinion and position of the LAFP Board of Directors and give representation and vote according to those directions.

Major Responsibilities and Duties:

1. The Delegates shall be voting members of the LAFP Board of Directors and attend all of its meetings providing information back to the Board on AAFP issues and learning what LAFP discussions should be carried forth to the AAFP. The two Alternate Delegates should attend all LAFP Board of Directors meetings and shall be voting members of the Board in the absence of the Delegates.
2. They shall present to the Board of Directors and General Assembly a report of the proceedings of the AAFP Congress of Delegates.
3. Throughout the year they shall keep the LAFP abreast of the proceedings of the AAFP, including changes in the AAFP Bylaws and policies.
4. The election of the delegates and alternates is for a two-year term of office. As outlined in the Bylaws, a delegate and alternate will be elected for a two-year period of time and a different delegate and alternate delegate will be elected each succeeding year. Thus, there is an overlapping of terms of office between the two sets of people in order to ensure continuity.
5. Along with the Delegates, the Alternate Delegates are an essential part of a team representing our state chapter before the AAFP Congress of Delegates and its Reference Committees. The Alternate Delegates shall attend the AAFP Congress of Delegates meeting even if the Delegates are present and be prepared to serve in the Congress of Delegates in the absence of, or if designated by the Delegate (s).
6. In the absence of the Delegates and Alternate Delegates at the AAFP Congress of Delegates, it will be the responsibility of the President to appoint a representative to the AAFP Congress of Delegates.
7. The Delegates and Alternate Delegates should be invited to attend the Southeastern Forum Meeting.
8. The Delegates and Alternate Delegates works with other members of the Board of Directors to ensure that LAFP activities are focused appropriately to achieve our mission and strategic plan.
9. The Delegates and Alternate Delegates attends the General Assembly to hear the testimony presented so they can fairly represent the LAFP should any resolutions or items go forward from the General Assembly to the AAFP Congress of Delegates.
10. The Delegates and Alternate Delegates reviews items from the General Assembly that go forward to the AAFP rewriting and refining them as necessary; makes the arrangements for these items to be forwarded to the AAFP.
11. The Delegates and Alternate Delegates assists with the campaign efforts for anyone running for national office.
12. The Delegates and Alternate Delegates writes an article on the AAFP Congress of Delegates for publication in *The Louisiana Family Doctor*.

Travel Responsibilities:

In state travel:

- Attends LAFP Board meetings

Out of state travel:

- The delegates and alternate delegates attend the Southeastern Form Meeting and the AAFP Congress of Delegates.

Reimbursement:

- The delegate and alternate delegates' travel will be reimbursed in accordance with the current LAFP travel reimbursement policy.

Annual Meeting Responsibilities:

1. Attends the Awards & Installation Ceremony and the President's Reception