Texas College of Emergency Physicians
Leadership and Advocacy Fellowship Program
TCEP Mission Statement
Texas College of Emergency Physicians exists to promote quality emergency care for all patients and to represent the professional interest of our members.

TCEP Leadership and Advocacy Fellowship Program
The TCEP Leadership and Advocacy Fellowship was developed to groom future emergency physician leaders. The fellowship combines elements of mentoring, organizational education and advocacy skills training in addition to guided experiences to selected fellows.

Roles and Responsibilities

• Fellows are appointed as ex-officio members of the TCEP Board of Directors and will receive all information and opportunity for participation in the business of the College.
• Fellows are appointed as ACEP Alternate Councillors.
• Fellows are expected to seek appointment and participate on TCEP Committees.
• Fellows are required to contribute articles for publication in the TCEP Emphasis.
• Fellows will identify and complete a project of interest
• Attendance is strongly encouraged for all seven meetings outlined below in which Fellows will serve as TCEP Ambassadors.
• The TCEP Leadership and Advocacy Fellowship program will serve as the foundation for ACEP Fellowship designation.

Meeting Dates 2013

<table>
<thead>
<tr>
<th>Meeting</th>
<th>Leadership Principle</th>
<th>Responsibility</th>
<th>Date</th>
<th>Location</th>
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<tbody>
<tr>
<td>TCEP Board of Directors Meeting, Leadership and Advocacy Fellowship Orientation AND TMA First Tuesday at the Capitol</td>
<td>Orientation to Fellowship and &quot;Get Politically Active&quot;</td>
<td>Attend meetings and meet TCEP and TMA leadership AND meet with state legislators to discuss EM issues</td>
<td>February 4-5</td>
<td>Austin, TX</td>
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<tr>
<td>TCEP Annual Meeting and Board Meeting</td>
<td>Get Your Team Together: Internal Team Building</td>
<td>Speaker introductions, meeting ambassador and acknowledge exhibitors</td>
<td>April 11-14</td>
<td>Westin Stonebriar, Frisco, TX</td>
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<td>TMA TEXMED</td>
<td>Get Yourself Organized: Time Management</td>
<td>Participate as delegate for County Medical Society and present testimony in Reference Committee</td>
<td>May 17-18</td>
<td>Grand Hyatt, San Antonio, TX</td>
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<tr>
<td>ACEP Leadership and Advocacy Meeting</td>
<td>Get Your Message Across: Media Training and Presentation Skills</td>
<td>Attend media training and meet with federal legislators</td>
<td>May 19-22</td>
<td>Omni Shoreham, Washington, DC</td>
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<td>TCEP Board Retreat and Planning Session</td>
<td>Wellness: Finding a Balance Between Work and Family</td>
<td>Attend and participate in TCEP retreat</td>
<td>June 2013</td>
<td>TBA</td>
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<tr>
<td>TCEP Board Meeting</td>
<td>Professionalism, Grooming Future Leaders</td>
<td>Present completed project</td>
<td>September 2013</td>
<td>TBA</td>
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<tr>
<td>ACEP Scientific Assembly</td>
<td>Get The Job Done: Effective Alliances</td>
<td>Obtain FACEP designation for those who meet criteria</td>
<td>October 14-17</td>
<td>Seattle, WA</td>
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ACEP Councillor & Alternate Councillor Position Description

Summary of Positions

A councillor/alternate councillor is a key participant in the leadership and development of ACEP policy. The council represents emergency physicians from his/her chapter, section, AACEM, or EMRA. Councillors have the responsibility to voice the concerns of their constituents on the floor of the council meeting and in reference committees. Councillors can also express the will of their constituents by the execution of their votes for or against resolutions and electing board members and Council officers at the annual meeting.

Alternate councillors are also key members in ACEP chapter/section leadership. An alternate councillor may assume the duties of a councillor when so directed by the constituent delegation, with proper credentials.

To help them prepare for the meeting, many chapters require councillors to attend a certain number of chapter/section board meetings a year, as well as a special briefing to review Council resolutions and ACEP candidates for office. Some chapters find it advantageous to appoint councillors/alternate councillors as chairs of chapter committees to encourage their participation and exchange of ideas throughout the year.

Councillors/alternate councillors report to the speaker and vice speaker of the Council, and their chapter, AACEM, EMRA, or section leadership.

Characteristic Duties:

1. Make travel/housing arrangements to attend the Council meeting.
2. Read and participate on the Council list serve (e-mail).
3. Begin reading the Council notebook as soon as it is posted on the Council web site.
4. Become familiar with the Council notebook, especially credentialing procedures, Council Standing Rules, resolutions, and background information.
5. Become familiar with the candidates and election material.
6. Present and discuss Council resolutions and candidate information with chapter/section board of directors.
7. Arrive at the annual Council meeting on time and be prepared for discussion. If you find you cannot attend, promptly notify and assist your chapter/section in naming an alternate.
8. All certified councillors and alternates must be officially credentialed at the ACEP credentials and registration desk located in or near the Council meeting room.
9. Attend the councillor orientation session the night before the Council meeting, if possible.
10. Attend and participate in the reference committee of choice (larger chapters may assign specific reference committees to specific councillors).
11. Attend the Candidate Forum and the Discussion of Strategic Issues.
12. Remain on the Council floor while a motion is being discussed. No exchange of credentials between a councillor and alternate is permitted during this time.
13. Alternate councillors may only be seated as councillors when presented with the voting card and keypad. If debate is occurring on the Council floor, no exchange will be permitted until final action has been taken on a particular issue.
14. Report on Council actions and election results to the chapter/section/EMRA board and membership; participate in chapter meetings to increase awareness of issues affecting members.
**First Tuesdays at the Capitol**

Who’s the best lobbyist for your patients? YOU are! TMA can’t do it without you. When it comes to defense, your patients and your colleagues need your help in protecting our medical liability reforms, medicine’s exclusions from the new business tax, and your right to own and invest in health care facilities. And don’t forget our biennial battles over allied health care practitioners’ attempts to expand their scope of practice ... without regard to patient safety.

The Texas Medical Association and Texas Medical Association Alliance are calling on YOU. Be a medical lobbyist for a day. You will make a difference.

Physicians, alliance members, and medical students from around the state will converge on Austin the first Tuesday of each month to reenact the White Coat Invasion. Lobbying tips, legislative briefings and debriefings, and personal visits to legislators’ offices are all part of First Tuesdays at the Capitol. Your patients need you to be there.

**As part of First Tuesdays you will:**
- Make a difference now and for medicine’s future.
- Learn about the health plans’ scare tactics, Medicaid shortfalls, scope of practice challenges, and the other hurdles medicine faces today.
- Inform your senator and representative and their aides about these issues.
- Attend committee hearings and House and Senate sessions.
- Share what you’ve learned with each other and the TMA lobby team.

**Important Points to Remember:**
- If you are a doctor, please wear your white coats while at the Capitol.
- TMA will provide legislative talking points and other printed materials.
- Please make your own appointments with legislators. If you need assistance or have questions, contact your medical society or call TMA at (800) 880-1300, ext. 1361.
- Plan your day around your legislators’ schedules!
- Check with your county medical society before making travel arrangements. Group transportation may have been arranged.

Please help spread the word that First Tuesdays at the Capitol needs physicians and alliance members from all over Texas, and that it is open to all members and their spouses. If you participated in any of the sessions, tell your colleagues what a rewarding experience it was to walk down the halls of the Texas Legislature in your white coat. If you need more registration forms or any other information, call your county medical society or TMA at (800) 880-1300, ext. 1361.

Please note that First Tuesdays occur during legislative years.

Applications Due: Monday, November 26, 2012
Notification of Acceptance: Monday, December 3, 2012

Name of Applicant: ________________________________________________________________

Mailing Address: __________________________________________ City: ________ State/ZIP: _________

Cell Phone: (______)________________________ Email: ________________________________

Hospital/Physician Group Affiliation: __________________________________________

Description of Practice: __________________________________________________________

Number of years as a member of ACEP/EMRA: ________________________________

Please list the state or national activities in which you have participated (leadership positions, committee or task force involvement, etc.): ________________________________________________________________

Please list any leadership positions in organized medicine held: ________________________________

Please list your membership in other medical associations: ________________________________

Please describe your interest in the Leadership and Advocacy Fellowship, including why you should be selected by the TCEP BOD to participate:

___________________________________________________________________________

___________________________________________________________________________

Please describe how your participation in the TCEP Leadership and Advocacy Fellowship might benefit your state, physician group and/or hospital: ________________________________

___________________________________________________________________________

___________________________________________________________________________

If selected, I agree to participate in all designated elements of the TCEP Leadership and Advocacy Fellowship. I understand that any absence from a required meeting, if not approved by the TCEP Executive Director, will result in dismissal from the program.

Signature of Nominee: __________________________________ Date: _______________________

Please include your CV and any supplementary material you would like the TCEP BOD to review pertaining to your nomination.

Please return completed Nomination Form to:
Jim Coles, TCEP Executive Director • FAX: (512) 329-8943 or e-mail texacep@gmail.com