

## VPA Sports Medicine Advisory Committee – By Laws and Procedures (approved 11/16/11)

### 1. Purpose

- a. The Sports Medicine Advisory committee advises the VPA on sports medicine related issues that potentially impact the safety of student-athletes.
- b. Educate members of the VPA on sports medicine related topics that affect the health and safety of students athletes
- c. Be a resource for VPA members with questions about sports medicine issues.

### 2. Members

- a. The committee is composed of 8-12 members and should include at least:
  - i. 1 - Physician
    - Knowledgeable in the field sports medicine
  - ii. 2 - Certified Athletic Trainers
  - iii. 2 - Current Coaches
  - iv. 2 - Athletic Directors/school administrators
  - v. 1 – School nurse
- b. The committee will be chaired by an executive council officer who will be a voting member.
- c. Committee terms shall be 3 years and renewable at the discretion of the chair
- d. Appointments to the committee are the responsibility of the committee chair

### 3. Decision/Recommendation process

- a. Topics for review may be brought to the committee by:
  - i. Committee member
  - ii. Any member of the VPA
- b. Decisions of the committee are non-binding
  - i. Explanation should be given by the VPA for non-adoption of a recommendation
- c. When a strength of recommendation is required the following will be used:
  - i. Required
  - ii. Recommended
  - iii. Optional
  - iv. Not allowed
- d. Review process
  - i. Topics will be assigned and reviewed by the committee within 90 days of their receipt
    1. Review will include an up to date review of the medical science and other factors that affected members of the VPA ( cost, difficulty in implementation etc)
  - ii. If additional time is needed then notification will be made within 90 days to the requesting parties with a timeframe for decision given in the notification.
- e. Voting/Ratification procedures
  - i. All recommendations will be voted on by the committee ( in person or electronic)

- ii. 50% of the committee members are required for a quorum
- iii. Majority ( 75%) vote required for ratification
- iv. Chairperson is responsible for relaying decisions to the VPA and requesting party