

IDAHO ACADEMY OF FAMILY PHYSICIANS, INC.

BYLAWS

CHAPTER I NAME, AFFILIATION, OBJECTS AND PURPOSES

Section 1. Name

The name of this organization is the **IDAHO ACADEMY OF FAMILY PHYSICIANS, INC.**

Section 2. Affiliation

This organization is a constituent chapter of the American Academy of Family Physicians, a corporation existing under the laws of Idaho and is possessed only of those rights and powers confirmed by said corporation on this organization. No rules, regulations, or policies adopted by this organization shall be in conflict with the rules, regulations or policies of the American Academy of Family Physicians or the charter issued by said Academy to this organization. "The autonomy of state chapters is limited by the Bylaws of the American Academy of Family Physicians. In a state where a constituent state chapter has been chartered, membership in said chapter shall be a prerequisite to membership in the national Academy, but the qualifications for membership are established by the national Academy."

Section 3. Mission and objectives:

The mission of the Idaho Academy of Family Physicians is to:

- *Promote Family Medicine as the foundation of high quality health care.*
- *Support initiatives that improve the health of all Idahoans.*
- *Support and cultivate continuing medical education and life-long learning with our members throughout Idaho.*
- *Support graduate medical education in Idaho including the advancement of student interest.*
- *Provide timely political and professional information to members on issues affecting Idaho family physicians.*
- *Advocate on behalf of Idaho family physicians with payers and policymakers.*
- *Enhance and represent the specialty to professional organizations at state and national levels.*
- *Provide legislative advocacy on issues of concern to Idaho family physicians.*
- *Enhance recruitment of family physicians to Idaho.*

Objectives

Establish strong leadership within the organization, foster strong relationships with all family doctors, expand the family physician workforce, provide our members the desired support needed, promote member involvement in their communities and provide continuing educational opportunities; all to benefit the family doctors and patients in Idaho.
image and stature of family medicine.

CHAPTER II MEMBERSHIP AND ELECTION

Section 1. Membership

The qualifications and conditions of membership and the classes of membership shall be the same as those now or hereafter provided in the Bylaws of the American Academy of Family Physicians. The method of election shall be as provided in the bylaws. Any active and life member in good standing shall be eligible to vote and to hold office. Acceptance of membership in this organization shall constitute an agreement by such member to comply with the Bylaws of this organization and those of the American Academy of Family Physicians. Subject to the right of appeal of the American Academy of Family Physicians, in a manner provided in the Bylaws of said corporation, a member accepting membership in this organization shall recognize the Board of Directors of this organization as the sole and only judge of his right to be or remain a member.

All right, title and interest, both legal and equitable, of a member in and to the property of this organization shall cease and determine in the event of any or either of the following: (a) the expulsion of such member; (b) the striking of his name from the roll of members; (c) his death or resignation.

Application for membership shall be made in writing on a form prescribed by the American Academy of Family Physicians. The Executive Director will approve members transferring from another Chapter after confirmation of valid medical licensure and election to membership by a new active member.

CHAPTER III DUES, ASSESSMENTS AND ADMISSION FEES

Section 1. Active Members

Dues for active members shall be fixed annually by the Board of Directors and shall be due and payable on election to membership and on the first day of October of each subsequent year as long as the member shall remain a member.

Section 2. Other Membership Categories

The dues of all other membership categories shall be fixed by the Board of Directors.

Section 3. Special Assessments

Special assessments may be applied equally to all members by affirmative action of two-thirds of the members of the Board of Directors, provided however, that no assessment shall be in excess of twenty-five dollars (\$25) annually.

Section 4. Unpaid Dues

Any member whose dues or assessments are unpaid at the time of any annual meeting shall be ineligible to vote or hold office. Any member whose dues are payable on a calendar year basis (active, affiliate, inactive, sustaining and life) and whose dues or assessments are unpaid by May 1 of the calendar year shall be notified thereof by the AAFP, by certified mail to the member's address of record. Unless payment is received within thirty (30) days thereafter, the AAFP shall cause the member's name to be stricken from the membership roll. If a member thus stricken from the roll shall pay the amount due prior to the end of that calendar year, the Board of Directors may, at its discretion, reinstate the said member. If at the end of that calendar year the amount due remains unpaid, the member whose name has been stricken from the roll shall be in the same status as though he or she had never been a member and shall acquire membership only in the manner set forth in these Bylaws; provided, however, that former active members whose names have been stricken from the roll for failure to pay dues shall not be re-enrolled as new active members in accordance with the provisions of Chapter III unless *such former members furnish evidence of completion during the three years immediately preceding the date of application of one hundred fifty (150) hours of postgraduate study acceptable to the Board of Directors.*

CHAPTER IV NOTICE OF MEETINGS

Section 1. Meeting Notice

Notice of general or special meetings shall be given by the executive director to all members not less than ten (10) days nor more than fifty (50) days prior to the date of such meeting, either by letter mailed to the member's address as it appears on the secretary's records or by publication in the official publication, if any, of the organization.

Section 2. Special Meetings

Special meetings may be called by the Board of Directors or by the President. Special meetings shall be called by the executive director upon written request of any ten (10) or more members, at a place and time determined by the Board of Directors.

Section 3. Quorum

Twenty-one (21) members shall constitute a quorum at any regular or special meeting.

CHAPTER V ELECTION AND DUTIES OF OFFICERS AND DIRECTORS

Section 1. Nomination Procedure

Before the annual meeting each year, the president shall appoint a nominating committee of three members whose duties shall be to present nominations for the offices of President, President-elect, Vice-President, Secretary-Treasurer, one delegate and alternate delegate to the Congress of Delegates of the American Academy of Family Physicians, three directors, and two resident directors; provided, however, that nothing in these bylaws shall prevent nomination from the floor at the annual meeting.

It shall be the intent of the nominating committee to represent all areas of the State with their nominations. Additionally, the nominating committee shall nominate a resident from an approved family medicine residency within the State of Idaho. Election shall be by majority vote of the members present and voting at the annual meeting.

The nominating committee shall nominate as President, the individual holding the office of President-elect at the time nominations are made. The nominating committee shall nominate a past-president as the alternate delegate to the AAFP and the person holding the alternate delegate after serving the office for two terms shall move to AAFP delegate at the discretion of the nominating committee. In the event the office of alternate delegate is vacant at the time nominations are made, the nominating committee shall nominate an IAFP past-president or other executive officer for the delegate position.

Section 2. Term of Office

The term of an elected director and delegates for the AAFP Congress of delegates shall be two year terms with the exception of the resident member and executive board members of the Board of Directors whose term shall be one year. Vacancies on the Board of Directors shall be filled by appointment of the President, provided however, that such appointment shall terminate at the next annual meeting, at which time the nominating committee shall present a nominee for the unexpired term, if any. The term of an officer (i.e. President, President-elect, Secretary-Treasurer, and Immediate Past President) shall be one year.

Section 3. Duties

The President shall preside at all general meetings of the organization, and shall be an ex-officio voting member of all appointed committees.

The President-Elect shall preside at general meetings of the organization in the absence of the President.

~~The Vice-President shall preside in the absence of the President and President-Elect.~~

The Treasurer shall be the custodian of all the funds of the organization and shall furnish bond, the premium for which shall be paid by the organization, in such an amount as the Board may require.

The Board of Directors may appoint standing or special committees to assist it in the discharge of its duties. The Board of Directors shall appoint an Executive Director for a stipend to be determined by the Board. The Executive Director shall perform the duties which the title of the office ordinarily connotes, give notice of and keep a record of all meetings, enroll and maintain the records

of members and be the custodian of all the official documents of the organization.

A majority of the Board of Directors shall constitute a quorum.

CHAPTER VI ETHICS

Section 1. By specific action of the AAFP's Congress of Delegates on a two-thirds (2/3) vote, this organization may adopt policies or positions relating to ethical issues even though such policies or positions are in addition or contrary to the Principles of Medical Ethics of the American Academy of Family Physicians. However, absent such specific action by the Congress of Delegates, the Principles of Medical Ethics of the American Academy of Family Physicians, as they now or hereafter may provide, shall be the principles of ethics of this organization and shall be and hereby are made a part of these Bylaws.

Section 2. If any member is believed in good faith to have violated the Principles of Medical Ethics or the Bylaws of this organization or of the American Academy of Family Physicians, or to be otherwise guilty of conduct justifying censure, suspension, or expulsion from this organization, any member may file charges against him or her. The form of such charges and the rights, responsibilities and obligations of all parties involved in the filing and consideration of such charges shall be as hereinafter set forth in this chapter; provided, however, that to the extent the provisions in this chapter are in conflict with applicable law, the provisions of applicable law shall supersede these Bylaws. All those against whom charges have been filed pursuant to this chapter shall have the right to be represented by counsel at the initial hearing and upon appeal to the Board of Directors of the American Academy of Family Physicians.

Such charges must be in writing and signed by the accuser or accusers and must state the acts or conduct complained of with reasonable particularity.

Such charges must be filed with the Secretary and at the first meeting of the Board held after the filing of said charges, the Secretary must present said charges to the Board. The Board shall then or at any adjournment of said meeting but not more than thirty (30) days thereafter, consider the charges and shall either dismiss them or shall proceed as hereinafter set forth. If the Board fails to dismiss said charges it shall within fifteen (15) days thereafter cause a copy of the charges to be served upon the accused by depositing in the United States mail a copy thereof, registered and addressed to the last known address of the accused. The Board shall also at the same meeting fix a time and place for hearing said charges and the accused shall be notified of the time and place at the same time and in the same manner as provided for the serving of the charges. The time set for said hearing shall be not less than fifteen (15) days or more than six (6) months after serving of charges.

The accused may answer in writing but need not do so and failure to answer shall not be an admission of truth of the charges or a waiver of the accused's rights to a hearing.

The board shall after having given to the accuser and the accused every opportunity to be heard

including oral arguments and the filing and consideration of any written briefs, conclude the hearing and within thirty (30) days thereafter shall render a decision. The affirmative vote of a majority of the members of the Board present and voting shall constitute the verdict of the said Board which by such vote may exonerate, censure, suspend or expel the accused member. The decision of the Board shall be expressed in a resolution which shall contain no opinion and shall be signed only by the Chairman of the Board and the Secretary. No member of the Board not present for the entire time of the hearing shall be entitled to vote.

Censure shall mean a reprimand by the chairman of the Board of Directors administered to the accused in the presence of the said Board. No member shall be suspended for more than one year and at the expiration of the period of the suspension shall be reinstated to membership upon his application and the payment of dues accrued during the period of suspension. The decision of the board of Directors shall be final, except as provided hereafter.

Any member who has been censured, suspended or expelled, may appeal such action within six (6) months after notice thereof to the Board of Directors of the American Academy of Family Physicians pursuant to the Bylaws of said corporation.

CHAPTER VII RULES OF ORDER

In the absence of any provision in these Bylaws, all meetings of this organization and of the Board of Directors shall be governed by the parliamentary rules and usage's contained in the current edition of Robert's "Rules of Order".

CHAPTER VIII AMENDMENTS

Any ~~five~~ three or more members may propose amendments to these Bylaws by submitting the same to the secretary at least sixty (60) days prior to any regular or special meeting. Notice of such proposed amendments shall be given by the secretary to all members at least thirty (30) days prior to the meeting for which the amendment is offered. An affirmative vote of at least two-thirds of the members present and voting shall constitute adoption.

Amendments to the Bylaws of this Chapter shall be submitted in writing to the American Academy of Family Physicians not later than 30 days following adoption. Those amendments relating solely to the internal structure and organization of the constituent chapter, and which do not address issues specifically addressed in the Bylaws of the AAFP, may be implemented immediately upon adoption by the constituent chapter but shall be subject to review by the Board of directors of the AAFP. Amendments other than those addressed in the preceding sentence shall not be of any force or effect until they have been approved by the board of Directors of the AAFP; provided, however, that if the AAFP Board fails to provide written objection to any amendment within 90 days of receiving such amendment, it may be considered to be approved.

Revised 11/20/95
Revised 01/13/03
Revised 9/2005
Approved by Membership 5/2006
Approved by Membership 5/2014
Revised 9/2014