



# American Osteopathic College of Occupational and Preventive Medicine

## LIAISON COMMITTEE (AOCOPM – AOBPM) (COM-09)

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*Effective Date:* \_\_\_\_\_

*Next Review Date:* \_\_\_\_\_ *Reviewer(s):* \_\_\_\_\_

*Dates of Revisions:* \_\_\_\_\_

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### 1. Purpose

1.1. This Liaison Committee is a communication link between the College and the American Osteopathic Board of Preventive Medicine (AOBPM), the Certifying Board.

### 2. Objectives

- 2.1. To foster a sound relationship and maintain communication between the College and the Certifying Board by reviewing the effectiveness of the College's educational endeavors in matching the needs of the certifying process and to comply with the rules and regulations of the AOA.
- 2.2. The Liaison Committee shall serve as the Nominating Committee for Vacancies on AOBPM. Upon receipt of notice of a vacancy or expansion of the AOBPM, the Liaison Committee shall recommend to the College Board of Trustees members of the College who are certified by the American Osteopathic Association as appointees to fill any vacancies on AOBPM.

### 3. Procedure

- 3.1. The College's representative shall be the AOCOPM President, or designee, who shall develop regular communication with the Executive Secretary of the AOBPM, or designee.
- 3.2. Questions and information referred from the Board of Trustees shall be transmitted to the AOBPM in a timely, efficient manner.
- 3.3. If deemed necessary the AOBPM representative shall be invited to attend the College Board meetings.
- 3.4. If deemed necessary the College's representative shall request to attend the AOBPM Board meetings.
- 3.5. An AOBPM representative shall present a written report to meetings of the Board of Trustees at least thirty (30) days in advance of the meetings. An AOBPM representative may also be asked to report to the General Membership at the Membership meetings.

### 4. Composition

- 4.1. The committee shall consist of six voting member, three representatives from the AOCOPM and three representatives from the AOBPM. The Executive Directors of both organizations attend ex officio.
- 4.2. The Chair shall be the AOCOPM President, who shall appoint two other AOA-certified Board of Trustees representatives to represent the College's interests on the Liaison Committee. To provide for continuity, at least one of the AOCOPM members of the committee shall be reappointed by the President.
- 4.3. The AOBPM representatives on the committee normally consist of the AOBPM Chair, the AOBPM Executive Secretary, and at least one other person designated by the AOBPM.

*Revised: 7/10*