



CMLA Public Disclosure

Title: Responsibilities of the Member Organization Representatives to the CMLA Board of Directors

Purpose: This *public disclosure document* describes the Commission responsibilities and reporting requirements for representatives appointed to the CMLA Board of Directors from each of the four member organizations.

Background: Section 1.1 of the Commission By-Laws states that there are four *Member Organizations* comprising the leadership of the Commission for Motion Laboratory Accreditation, Inc. These are the American Academy of Orthopaedic Surgeons (AAOS), American Academy of Physical Medicine and Rehabilitation (AAPM&R), American Physical Therapy Association (APTA), and the Gait and Clinical Movement Analysis Society (GCMAS). Each member organization can appoint or elect 2 representatives to the CMLA Board of Directors. Their responsibilities are described below.

AAOS

AAOS representatives provide orthopaedic insight for the multi-disciplinary CMLA Board. The AAOS representative provides input into the determination of the physician's role in the operations and oversight of motion analysis laboratories, including, but not limited to, appropriate training, qualifications, and roles of physicians and other health care professionals in accredited laboratories. The AAOS representative assists in the review of applications for accreditation by motion analysis laboratories, including, but not limited to, policies and procedures regarding personnel, equipment, quality control and the environment of care. The representative also provides unique perspectives and judgments into the appropriate use of motion analysis testing in the evaluation of motion analysis patients and the delivery of reports, including treatment recommendations, for these patients. These activities are reported on an ongoing basis (at least annually) to the AAOS.

AAPM&R

AAPM&R representatives submit a status report to the AAPM&R on an as-needed basis. The report includes summaries of: 1) recent CMLA activities and meetings attended on behalf of AAPM&R; 2) new ideas and strategies that resulted from activities/meetings; 3) examples of how the relationship between CMLA and AAPM&R are beneficial to the Academy; 4) input provided relevant to the use of motion analysis in the evaluation and treatment of patients; and 5) issues/challenges resulting from Commission activities/meetings that may affect the goals and objectives of the Academy.

APTA

APTA representatives provide insight for the multi-disciplinary CMLA Board. The APTA representative provides input into the determination of the physical therapist's role in the operations and oversight of motion analysis laboratories, including, but not limited to, appropriate training, qualifications, and roles of physical therapists and other health care professionals in motion analysis laboratories. The APTA representative assists in the review of applications for accreditation by motion analysis laboratories, including but not limited to, policies and procedures regarding personnel, equipment, quality control and the environment of care. The representative also provides unique perspectives and judgments into the appropriate use of motion analysis testing in the evaluation of motion analysis patients and the delivery of reports, including treatment recommendations, for these patients. Annual reports are provided to the APTA.

Society board members are expected to attend monthly (conference call) meetings and provide critical input to the future direction of the Commission for Motion Laboratory Accreditation.

GCMAS

The GCMAS representatives are members of the Gait and Clinical Movement Analysis Society (GCMAS) who have been appointed to represent the interests of the Society, and its members, in the clinical motion laboratory accreditation process. The two appointed representatives serve as members of the Board of Directors of the Commission for Motion Laboratory Accreditation (CMLA). As CMLA Board members, they perform all duties expected of them as outlined in the CMLA Bylaws. Chief among these tasks is reviewing applications for accreditation submitted to the Commission. This entails determining if a laboratory under review meets a set of standard criteria deemed important to the clinical care of persons with disorders of human movement. The CMLA application and board member review is organized in three broad categories:

1. Administration – Scope of service, policies and procedures, personnel, training, quality assurance
2. Equipment – type, validity, accuracy and precision, ongoing maintenance and calibration
3. Data Management and Reporting – reference data, clinical data, processing procedures

In addition to the general CMLA Board member responsibilities outlined above, responsibilities specific to the GCMAS representatives include:

1. Preparation and submission of a status report to the GCMAS Board of Directors describing CMLA activities and accomplishments on an annual basis (or as needed).
2. Organizing an annual CMLA workshop or symposium in conjunction with the GCMAS Annual meeting to inform the GCMAS membership of CMLA

- activities, and support members of GCMAS as they prepare accreditation applications.
3. Serve as “technical experts” on the multidisciplinary application review panels, given that the medical and clinical representatives can be accommodated from representatives of the other three member societies.
 4. Promote dialog between CMLA and GCMAS to assure the continuation of a mutually beneficial relationship between the two entities.