



# Candidate Information New Physicians

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May 1 – 3, 2008—National Conference of Special Constituencies—Hyatt Regency Crown Center, Kansas City, MO

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**Office: Alternate Delegates (2) to the AAFP Congress of Delegates, representing the NEW PHYSICIANS Constituency.**

**Candidate Criteria:**

Any Active member of the AAFP who: fits the definition for the constituency (those who were first eligible for active membership in the Academy less than seven years ago); registered for and in attendance at NCSC; and conforms to the expectations and regulations listed below.

**Duties of the Office:**

1. The successful candidates should be prepared to stay after NCSC to **attend the “Post-Conference Reception”** with members of the NCSC Advisory Group and Staff on Saturday evening.
2. The new Alternate Delegates must be able to **attend the Congress of Delegates for the next two years**. It will be necessary to stay at the Scientific Assembly through the conclusion of the Congress’ business activities. Alternates work with the Delegates to attend to the business of the Congress and must be willing to reflect the views of the constituency in their remarks before Reference Committees and (as appropriate) their votes in the Congress. (Alternate Delegates only have the right to vote if they are seated as Delegates).

*Constituency Delegates and Alternate Delegates will receive AAFP reimbursement of actual travel expenses for airfare, or for mileage at the current IRS rate and parking expenses, up to the cost of one full coach airline ticket, shuttle or cab expenses to and from the airport and up to five nights lodging expenses (hotel room charge and applicable taxes) for attending the Congress of Delegates and New Physicians luncheon at Assembly. Airfare must be purchased no less than fourteen (14) days prior to the first day of the conference in order to be reimbursed (receipt must document date of purchase). Exceptions may be allowed at the discretion of the Conference Manager.*

3. The Alternate Delegates and Delegates are asked to facilitate the **New Physicians luncheon at the Scientific Assembly** (after the completion of the Congress of Delegates – scheduled for Wednesday, Sept. 17, 2008). Registration for the Scientific Assembly is not required to serve as facilitator.
4. Following the Congress, the Alternate Delegates become the constituency Delegates for the next year’s Congress. You should be prepared to be a member of the **NCSC Advisory Group and attend the following year’s National Conference of Special Constituencies**. This duty involves one conference call in advance of NCSC and sharing leadership duties during the conference (leading the discussion group, chairing the New Physicians Caucus and Candidate Forum & Elections, and chairing a Reference Committee). The Alternate Delegates are required to **prepare a written report**, summarizing actions of the Congress of Delegates meeting to be forwarded to the NCSC Conference Manager (and shared with the following year’s NCSC attendees). In addition, the constituency Alternate Delegates will have a brief spot on the NCSC program to provide leadership perspectives to the conference participants, based in part on the written report of last year’s Congress.

*Members of the NCSC Advisory Group will receive AAFP reimbursement of actual travel expenses for airfare, or for mileage at the current IRS rate and parking expenses, up to the cost of one full coach airline ticket, shuttle or cab expenses to and from the airport and regular per diem (currently \$350) for each meeting and travel day necessitated by attendance. Airfare must be purchased no less than fourteen (14) days prior to the first day of the conference in order to be reimbursed (receipt must document date of purchase). Those tickets purchased less than fourteen (14) days prior to the first day of the conference will be reimbursed a maximum of \$250 (not to exceed the actual ticket cost). Exceptions may be allowed at the discretion of the Conference Manager.*

**Campaign Expectations/Regulations:**

Candidates may **declare in only one constituency** (for which they are demographically qualified) and must submit the appropriate candidate declaration form, accompanied by a current *curriculum vitae* of **no more than 2 pages front and back, four pages in total, before the deadline of 5 p.m. Thursday (the first day of the conference)**. Only Official Chapter Representatives to the New Physicians Constituency are eligible to vote for the New Physicians Alternate Delegates. Campaign materials (brochures, buttons, etc.) beyond the standard information prepared by NCSC staff from your declaration form and CV are strictly prohibited.

Each Candidate will be given:

- An **item of recognition**, which they are requested to wear, and which will identify them to their colleagues as a candidate for this office.
- **Two minutes for verbal remarks** at the beginning of the New Physicians Caucus and Candidate Forum & Elections on Friday.