



CANDIDATE PROFESSIONAL/PLATFORM DATA FORM
For All Potential Nominees and Self-Declared Candidates
for the CAPA Board of Directors and AAPA HOD Delegate Positions

GENERAL DIRECTIONS

Thank you for your interest in running for a CAPA Board of Directors and/or AAPA House of Delegates (HOD) position. Academy Bylaws (Article 7, Section 5) permit two ways to get on the CAPA Board of Directors ballot – self-declaration or endorsement by the Nominating Committee.

This form consists of two major sections:

<p>Section I: General Information – required for all potential candidates.</p>	<p>Section I asks for general information and a curriculum vitae (CV). The CV should include information on employment, education, professional involvement at the national and state level, awards/honors, and community activities. In addition, a candidate platform statement is requested.</p>
<p>Section II: Additional Information – required for potential candidates who will be reviewed by the Nominating Committee.</p>	<p>Only those individuals who choose to be reviewed by the Nominating Committee need to complete Section II. Individuals choosing to self-declare DO NOT need to complete Section II. Answers to the questions are required. Other supporting materials of your choice may also be submitted.</p>

Photograph

In addition to completing this form, all individuals must submit one high resolution color photograph. You are encouraged to send the picture electronically.

Nominating Committee Review

The Nominating Committee completes its review and notifies all potential candidates by March 19, 2021.

By the appropriate deadline, please submit:

- This form and all answered questions
- Your curriculum vitae
- Your photograph
- Your platform statement

Via e-mail at capa@capanet.org or mail the information to:

Nominating Committee Chair
 California Academy of PAs
 2318 S. Fairview Street
 Santa Ana, CA 92704-4938

Questions

If you have any questions, please communicate with the CAPA office at (714) 427-0321 or capa@capanet.org.

Thank you for participating in CAPA’s governance process.

SECTION I: GENERAL INFORMATION

Directions: All potential candidates must complete this form.

A. METHOD OF CANDIDACY – Please select one option.

I meet the candidate eligibility requirements stated in the CAPA Bylaws, Article 7, Section 5.

- I wish to go through the Nominating Committee. If the Nominating Committee does not endorse my candidacy, then my name will NOT go on the ballot. (Application due **March 7, 2021**.)
- I wish to go through the Nominating Committee. However, if the Nominating Committee does not endorse me as a candidate and I meet the requirements for self-declaring, my name will go on the ballot with the notation, “Reviewed by the Nominating Committee but not endorsed.” (Application due **February 20, 2021**.)
- I am self-declaring. The Nominating Committee will be notified of my declaration, but it will NOT review my application. (Application due **February 20, 2021**.)

B. BOARD OF DIRECTORS POSITION FOR WHICH I WISH TO RUN

- Director-At-Large Student Representative

— OR —

BOARD OFFICER POSITION FOR WHICH I WISH TO RUN – See Section E for requisite experience.

- President-Elect Vice President Treasurer Secretary

CANDIDATE FOR AAPA HOD*

- Delegate to the AAPA House of Delegates *Reimbursement amounts for expenses relating to service as a Delegate vary. Reimbursement for HOD expenses (all or in part) is not guaranteed.

C. CONTACT INFORMATION

Name and Suffix (PA, PA-C, PA-S, etc.) as you wish it to appear on the ballot:

NAME AND SUFFIX

STREET ADDRESS

CITY STATE ZIP

WORK PHONE HOME PHONE

MOBILE PHONE FAX

E-MAIL

D. MEMBERSHIP REQUIREMENTS

All potential candidates must be a CAPA member in good standing and if elected, must remain so throughout their entire term. Potential candidates for Delegate to the AAPA HOD must be a Fellow member in good standing of both CAPA and AAPA and if elected must remain so through their entire term.

CAPA MEMBERSHIP NUMBER YEARS OF MEMBERSHIP IN CAPA

AAPA MEMBERSHIP NUMBER YEARS AS AN AAPA MEMBER

E. EXPERIENCE REQUIREMENTS FOR OFFICERS ON THE BOARD OF DIRECTORS

Candidates for Board officer positions must have at least 1 year CAPA Board or CAPA Committee Chair experience served in the 3 years prior to submitting this form and have uninterrupted membership in good standing with CAPA during the same 3 year period (Certain exceptions may apply. See CAPA Bylaws, Article 7, Section 5). The candidate must be willing and able to fulfill the time and financial commitments of the office. Please note your specific, qualifying leadership experience below.

CAPA BOARD POSITION NUMBER OF YEARS

CAPA COMMITTEE CHAIR SERVICE NUMBER OF YEARS

DELEGATE TO THE AAPA HOUSE OF DELEGATES NUMBER OF YEARS

OTHER NUMBER OF YEARS

OTHER NUMBER OF YEARS

F. CURRICULUM VITAE

Please attach your curriculum vitae. Make sure it includes the following information:

- PA and other relevant employment history
- Completed educational degrees
- Professional involvement and leadership positions held
- Awards and honors
- Community activities

G. PLATFORM STATEMENT

In 450 words or less, please attach a platform statement which addresses how you view the position for which you are applying and what you would like to see accomplished during your tenure. This platform statement will appear in election materials (and may appear in CAPA publications).

H. SIGNATURE

Please read the following statements, check your answers, and provide your signature as verification.

I have reviewed the position description and time commitment of the position for which I am applying.

Board job descriptions and time commitments may be reviewed on CAPA's website – capanet.org/about/about-capa-leadership/

- yes no

I certify that the information provided is true and accurate.

- yes no

SIGNATURE

DATE

CAPA Political Action Committee Donation

CAPA leaders are strongly encouraged to donate money to the CAPA Political Action Committee at least once each year. A suggested amount is \$100. This is a voluntary contribution. CAPA PAC ID #981553.

SECTION II: ADDITIONAL INFORMATION FOR CANDIDATES REVIEWED BY THE NOMINATING COMMITTEE

A. CAPA GOALS AND DIRECTIONS

On a separate page, please select one area below and discuss how you believe CAPA and its leaders can progress CAPA toward its *Vision* to fully integrate into every aspect of California's healthcare system by:

- **Strengthening *and* Promoting the PA Profession**
- **Strengthening Team Practice with Other Health Professions**
- **Strengthening State Healthcare Systems**
- **Strengthening CAPA and Grassroots Involvement**

B. OTHER QUESTIONS

Please answer **3 of the 5** following questions.

1. What do you consider the single most important accomplishment in your PA leadership or employment position?
2. What was the biggest decision you made this past year and how did you make that decision?
3. What strengths would you bring to the CAPA Board of Directors and/or AAPA House of Delegates?
4. What are your hobbies and interests?
5. How many hours a week do you devote to your job(s) and how many hours a week do you currently devote to volunteer positions/activities?

C. REFERENCES

Please provide the information requested below for three references. One of your references may be contacted via phone for additional information.

Reference 1

REFERENCE NAME	REFERENCE PHONE NUMBER	
REFERENCE E-MAIL ADDRESS	RELATIONSHIP TO REFERENCE	LENGTH OF TIME KNOWN

Reference 2

REFERENCE NAME	REFERENCE PHONE NUMBER	
REFERENCE E-MAIL ADDRESS	RELATIONSHIP TO REFERENCE	LENGTH OF TIME KNOWN

Reference 3

REFERENCE NAME	REFERENCE PHONE NUMBER	
REFERENCE E-MAIL ADDRESS	RELATIONSHIP TO REFERENCE	LENGTH OF TIME KNOWN

SUBMISSION CHECKLIST

- Application (this form including required attachments/information)
- CV
- Platform Statement
- Photograph (color and if submitted electronically, at least 300 dpi)
- Supporting documentation (optional)

Please e-mail this information to capa@capanet.org or mail the information to:

Nominating Committee Chair
California Academy of PAs
2318 S. Fairview Street
Santa Ana, CA 92704-4938

If you have any questions, contact the CAPA office (capa@capanet.org) or (714) 427-0321.

SUBMISSION DEADLINES

Receipt of this completed form and supplemental documents is required by **March 7, 2021** for those who wish to be reviewed/endorsed by the Nominating Committee. Receipt of this completed form and supplemental documents is required by **February 20, 2021** for those who do not wish to go through the Nominating Committee process.