

VACEP Fellow Criteria “Active Participation” Guidelines – Criteria must be met for chapter endorsement of FACEP application.

Qualifying Chapter activity:	Minimum Time Commitment Considerations: <i>Define active participation as contributing to achievement of assigned objectives (provides input as requested i.e. via email, meeting attendance, report writing vs. “name on a roster”).</i>	Required commitment:
Current or past member of board of directors.	3 year term Minimum 4 meetings per year	1 term
Current or past councillor (or alternate councillor).	Councillor – 2 year term Alternate – 1 year term Attend Council meeting and 2 VaCEP Board or Membership meetings per year.	Councillor – 1 term Alternate – 2 terms
Current or past committee member whose active participation is attested to by the chapter or committee chairman.	1 year term Active support to achieve assigned objectives: total time commitments dependent upon objectives.	2 terms
Representing the chapter as a liaison to government or organizational entities.	Appointments can range from 1 year to 3 year term Minimum 4 meetings per year (typical)	Minimum 2 years
Activities that are usually assigned to a committee, including membership recruitment, meeting development, financial management of the chapter, acting as editor for the chapter newsletter, lobbying, or ad hoc tasks.	Assigned to an individual on a case-by-case basis. Could be a one, or multiple occurrence activity.	Minimum 10 activities or events
Participation as faculty in chapter meetings, projects, or CME programs.	Per occurrence.	Minimum 20 CME hours
In-person participation in chapter lobbying events.	Per occurrence. <i>(An “event” is defined as a single lobby day in Richmond, attendance at a campaign fundraiser, testimony before legislative committees or regulatory bodies, interacting with legislator about EM issues in person, by telephone or via email, USMail or fax.)</i>	Any: <ul style="list-style-type: none"> • 5 lobby days, or • 5 campaign fundraisers, or • 3 testimony at General Assembly/agencies Or: Proof of ongoing dialogue with legislator(s) on priority EM issue(s) such as copies of correspondence or submit written reports
Authoring chapter publications.	Publications would only be undertaken in performance of other qualifying activity.	N/A