



November 15, 2022

Dear Component Presidents and Executives:

In 2022, APTA's Federal Affairs Liaisons (FALs) played a significant role in advancing the Association's policy priorities. We are excited to kick off 2023 and the 118th Congress with fresh ideas and look forward to your appointment (or reappointment) of a Federal Affairs Liaison as the critical first step.

FALs have stepped up and led their grassroots members in their state to take important advocacy action. FALs and their delegation participated in over 265 virtual and in-person meetings in 2022. With their assistance, FALs, have helped further many of our signature bills, including the [Supporting Medicare Providers Act of 2022](#), [Allied Health Workforce Diversity Act](#), [Improving Seniors' Timely Access to Care Act](#), [Physical Therapist Workforce and Patient Access Act](#), [Expanded Telehealth Access Act](#), [Prevent Interruptions in Physical Therapy Act](#), [Stabilizing Medicare Access to Rehabilitation and Therapy Act](#), and the [Optimizing Postpartum Outcomes Act](#)

For more than 20 years, APTA has relied on network of contacts at the Component level to enhance APTA's federal public policy agenda. Essential to this effort is each Component's Federal Affairs Liaison. This person is the coordinator of each components' involvement with the APTA government affairs department. The Component President appoints one individual to serve as the Federal Affairs Liaison for a one-year term.

Below is a list of the key tasks of the Federal Affairs Liaison. **Appointment of an FAL by your component is critical to ensuring the right individual represents you in collaborating to achieve our collective goals and objectives.** If you have any questions regarding the nomination or characteristics needed to succeed in this role, the performance of your current FAL, or the percentage of monthly meetings attended live, please feel free to contact Laura Keivel at [laurakeivel@apta.org](mailto:laurakeivel@apta.org).

### Federal Affairs Liaison Key Tasks

- Regularly disseminate information on APTA legislative, regulatory, and advocacy updates to your Component's Board and membership, including the information provided to FALs via the monthly APTA FAL Briefing Memo.
- Attend PT Day on Capitol Hill July 24-25, 2023 (mandatory for all FALs). FALs are funded to attend in 2023 and chapter FALs will serve as delegation leads.
- Participate in any FAL orientation and training webinars (includes FALs who are re-appointed).
- Foster a relationship with U.S. Senators and U.S. Representatives from your state to include scheduling visits to bring Members of Congress to an array of practice settings and attending political events with the assistance of PTPAC in your state.
- Participate in FAL monthly meetings via Zoom. Calls are the last Wednesday of each month, with exceptions at the end of the year to accommodate holidays.
- Provide input from the grassroots membership to APTA's government affairs staff.
- Assist in the identification and recruitment of potential APTA Key Contacts from your chapter and ensure existing Key Contacts are meeting position requirements.
  - Please note: Liaisons to APTA sections or academies do not have this responsibility since Key Contacts are identified at the state level.

- Attend regular Component meetings to relay legislative and regulatory information to the grassroots members of your component and submit updates for your component's newsletter.
- Coordination with the state legislative chairperson on component grassroots networks, policy development, and identification of emerging issues.

Please find an appointment form for the position of Federal Affairs Liaison for your component. Complete and submit this form **no later than Friday, December 16, 2022**. You may email or scan the form to Laura Keivel, Grassroots and Political Affairs Specialist at [laurakeivel@apta.org](mailto:laurakeivel@apta.org). Electronic or typed signatures are acceptable.

Please feel free to contact me with any questions regarding this process at [justinelliott@apta.org](mailto:justinelliott@apta.org) or 703.684.2782. Thank you for your assistance in this critical APTA advocacy program.

Sincerely,

Justin Elliott  
Vice President, Public Affairs  
American Physical Therapy Association