

Idaho State Board of Education
GOVERNING POLICIES AND PROCEDURES

SECTION: III. Postsecondary Affairs

Subsection: AB. Idaho Rural Physician Incentive Program

June 2010

1. Overview

The Idaho Rural Physician Incentive Program was developed to encourage primary care physicians to practice in medically underserved areas of Idaho. Sections 33-3723, 33-3724, and 33-3725, Idaho Code establish the authority for the State Board of Education (Board), through an oversight committee, to administer the Idaho Rural Physician Incentive Program, and to assess and collect the rural physician incentive fee.

Idaho Code Section 33-3724 authorizes the Rural Physician Incentive Fund and facilitates payment of qualified educational debts of rural physicians who practice in areas of the state that are medically underserved and that demonstrate the need for assistance in physician recruitment. The fund is funded by fees assessed to all Idaho students participating in the WWAMI (Wyoming, Washington, Alaska, Montana and Idaho) and University of Utah state supported medical education programs.

2. Idaho Rural Physician Incentive Program Oversight Committee

The Idaho Rural Physician Incentive Program Oversight Committee (Oversight Committee) is established per Idaho Code 33-2724 and shall serve under the direction of the Board.

a. Oversight Committee Membership

Committee membership shall have a balanced representation of primary constituent groups within health professions. The committee shall be composed of members from the following organizations:

- i. Idaho Hospital Association
- ii. Idaho Medical Association
- iii. Idaho Osteopathic Association
- iv. Office of Rural Health and Primary Care
- v. The Idaho Area Health Education Center
- vi. Medical Student Program Administrator
- vii. Each Idaho Physician Residency Program receiving State appropriated fund support
- viii. Other appropriate organizations

b. Nominating Process

The Executive Director shall solicit written nominations of qualified individuals from each of the organizations provided above for committee membership. The Executive Director may select from the nominations or select other qualified individuals to serve on the committee. All selections by the Executive Director are subject to approval by the Board. The list of candidates must be forwarded to the

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Board for consideration not less than 60 days prior to expiration of the term of committee member, or within 30 days after any vacancy.

c. Terms of Membership

Committee members shall serve three-year terms. An incumbent member may be nominated by the committee for re-appointment by the Board, but no member may serve more than three (3) consecutive terms. All terms shall begin on July 1 and end on June 30 of the year(s) beginning or ending said term.

Appointments will be staggered to ensure continuity of operations as members of the Committee complete their initial term of appointment and are reappointed or replaced. An appointee who has reached the end of his or her term shall remain in service as a committee member until reappointment, or until the appointment of a new member is named and approved by the Board. Officers will be nominated and elected by a vote of the committee.

d. Elections of Officers

The Committee will elect a Chair, Vice-chair, and Secretary for terms of office of one year. The Chair will call and conduct each meeting of the Committee. In the absence of the Chair, the Vice-chair may call and conduct each meeting. The Chair or Vice-chair will provide a brief oral report after each meeting to the Executive Director. The Committee Secretary will ensure that a brief written summary of each Committee meeting, along with Committee approved actions/recommendations, is forwarded to the Executive Director in a timely manner.

e. Operating Procedures

The Committee will meet at the call of the Chair as often as necessary to fulfill Committee responsibilities but not less than twice each calendar year. Time and location of all meetings is at the discretion of Chair based on availability of Committee members. A meeting agenda will be published prior to each meeting and made available to Committee members along with appropriate meeting materials. All meetings will conform to Section, 67-2340-67-2347, Idaho Code, Open Meeting Law.

f. Duties of the Oversight Committee

The Committee will solicit qualified physician applicants/eligible areas for participation in the Rural Physician Incentive Program; and select and prioritize approved physician candidates/eligible areas consistent with the Board approved criteria (see IDAPA 08.01.14, subsections .014 and .016). Awards shall not exceed the amount available in the fund when making award recommendations.