

## INTERSTATE MEDICAL LICENSURE COMPACT

### **#4 – Policy on Annual Report**

ADOPTED: March 20, 2018

EFFECTIVE: March 20, 2018

POLICY REVIEWED: February 16, 2021

AMENDMENT HISTORY (LIST WHEN AMENDED AND CITE SECTION NUMBER):

- None

#### **I. Policy Statement**

The Interstate Medical Licensure Compact (IMLC) Statute Section 12, paragraph “q” states that the Interstate Commission shall report annually to the legislatures and governors of the member states concerning the activities of the Interstate Commission during the preceding year.

#### **II. PURPOSE**

The purpose of this policy is to:

- A. Assign to the Communications Committee the responsibility for creation, production, and distribution of the annual report.
- B. Establish the date the annual report shall be released.
- C. Identify the mandatory content of the annual report.

#### **III. DEFINITIONS**

**Year** – The annual report shall cover the activities of the Interstate Commission during the established fiscal year which is the period of time between July 1 of a given year to June 30 of the following year.

#### **IV. DEVELOPMENT**

Proposed policy actions shall be presented in a format that includes:

- A. The Communications Committee shall be responsible for the creation, production and distribution of the annual report. The committee may delegate responsibilities to the executive director.

- B. The annual report shall be release not later than 120 days after the end of the fiscal year. The 2017 Annual Report will be considered a transition report as the reporting cycle moves from a calendar year reporting cycle to a fiscal year cycle. The result is that the 2017 Annual Report will reflect the activities of the Interstate Commission from January 1, 2017 to June 30, 2017.
- C. Content of the annual report shall be determined by the Communications Committee, which will include as a minimum:
1. Reports of financial audits and any recommendations that may have been adopted by the Interstate Commission;
  2. A report of the budget;
  3. A summary of policies, amendments to the bylaws, amendments to the rules, and advisory opinions that were issued or renewed by the Interstate Commission;
  4. Information on licenses issued, including renewals, through the Compact;
  5. Information on compliance actions through the Compact;
  6. A Roster of Compact member boards and their appointed commissioners;
  7. A summary of committee activities; and
  8. A report from the executive director.

## **V. RESPONSIBILITY**

The executive committee shall be responsible for administering this policy and ensuring that this policy is current, compliant with all statutory requirements and case law, and consistent with other applicable standards. The executive committee may approve the publication of the annual report as presented by the Communications Committee. The executive committee may delegate administration and maintenance of this policy to the executive director.