

MPPDA Guiding Principles

1. Name

The name of the organization shall be the **Medicine-Pediatrics Program Directors Association** (henceforth called “the Association” or “MPPDA”).

2. Purpose

The Association was formed to advance medical education in combined internal medicine-pediatrics (med-peds) residency programs, which are approved by the American Board of Internal Medicine (ABIM) and the American Board of Pediatrics (ABP). MPPDA works in conjunction with the Association of Pediatric Program Directors (APPD) and the Association of Program Directors in Internal Medicine (APDIM) to improve medical education, promote the growth of combined internal medicine-pediatrics residencies, educate medical students as to the existence and curriculum of medicine-pediatrics residencies, and promote the growth of the field of medicine-pediatrics.

MPPDA is an affiliate of both APPD and APDIM. APDIM is a founding member of the Alliance for Academic Internal Medicine (AAIM).

3. Mission

MPPDA is a professional organization designed to support the pursuit of excellence in graduate medical education for the combined internal medicine-pediatrics specialty.

MPPDA, through its officers and executive committee, interacts with accreditors, certifying bodies, federal and regulatory agencies, and other professional organizations to promote excellence in the leadership and facilitation of graduate medical education training programs for internal medicine-pediatrics.

4. Membership

APDIM has authorized MPPDA to define its membership criteria.

Membership in MPPDA is offered to qualifying institutions. Individuals at institutions as outlined below represent these programs. These programs should be located in the United States or its territories and Canada.

Qualifying institutions are:

- Liaison Committee on Medical Education (LCME), Commission on Osteopathic College Accreditation (COCA), or Committee on Accreditation of Canadian Medical Schools (CACMS)-accredited medical schools with a department of (internal) medicine.
- Community teaching hospitals with an Accreditation Council for Graduate Medical Education (ACGME)- or Royal College of Physicians and Surgeons of Canada (RCPSC)-accredited internal medicine or pediatrics training programs housed in their respective departments.
- Internal medicine-pediatrics residency program in the United States or Canada that are preparing to start the accreditation process or programs that have started the accreditation process but have not yet gained full accreditation by ACGME or RCPSC may be considered for membership by applying for MPPDA Provisional Membership. Applications will be considered for membership by AAIM staff.
- International programs may be included by action of the Executive Committee. Whenever possible, these programs should be accredited by a comparable accrediting entity for residency training.

Such individuals may include, but not be limited to:

- Medicine-Pediatrics Program Director
- Assistant and Associate Medicine-Pediatrics Program Directors
- Medicine Program Director or Co-Director
- Pediatric Program Director or Co-Director
- Medicine-Pediatrics Program Coordinator
- Medicine-Pediatrics Chief Resident
- Medicine-Pediatrics trained physicians who have national leadership roles
- Physicians who are actively working to open a med-peds training program
- Physicians who are actively involved with med-peds education or in an advisory role
- Other individuals as approved on a case by case basis by action of the executive committee

5. Meetings

The Association will convene annual educational programs each spring. Ideally, the Association will meet in alternate years with APPD and APDIM (henceforth termed “sponsoring Associations”). Additional meetings may be scheduled if called by the Executive Committee. The Executive Committee will fix the precise date of these meetings with the sponsoring Association. Registration fees will be set through discussion with the sponsoring Association.

6. Governance

MPPDA shall be overseen by an Executive Committee (herein referred to as the “Committee”). The MPPDA Executive Committee reports to and is delegated its authority by the APDIM Council. Duly elected officers and representatives shall constitute the MPPDA Executive Committee. The officers of the Committee shall consist of the President-Elect, President, Immediate Past President, Past President, and Secretary-Treasurer. There will also be one Member Representative and one Association of Medicine-Pediatrics Program Administrators (AMPPA) representative. The executive committee will meet at least quarterly, either in person or by conference call.

The Executive Vice President of AAIM shall ensure the overall management of the Association and the implementation of goals and objectives set forth by the Executive Committee.

Resignation. In the event that a member of the executive committee is not able to complete his or her term in office, it shall be the option of the Committee to select a replacement. The replacement shall serve only until the next scheduled election, and the vacancy shall be treated in the same fashion as any other position on the Committee to complete the specific term which they are replacing.

Term Limits. Members of the MPPDA Executive Committee are limited in running for a total of two terms, consecutive or non-consecutive.

A. Officers and their duties (Appendix 1)

President. The President will serve a term of one year and shall engage the committee to lead the general direction and promotion of MPPDA. The President shall preside over the meetings of the committee, shall be assisted by the other executive committee members and may seek aid, as needed, from other individuals. The President may, during the absence of any executive committee member, and with the exception of voting rights, delegate said member’s duties to any other member on an interim basis. The President serves as an ex-officio voting member of APDIM Council and serves as the primary interface between MPPDA and its parent organizations (ACGME and ABMS) and affiliates (AAIM, APDIM, APPD, NMPRA, ACP, and AAP).

President-Elect. The President-Elect will serve a term of one year and at the end of one year assume the role of president. The President-Elect shall in the absence or incapacity of the President, perform the duties of the President. The President-Elect shall perform other such duties as may be delegated from time to time by the President; and shall otherwise function as a member of the council.

Immediate Past President. The Immediate Past President will serve for a term of one year. The Immediate Past President shall manage the selection process to identify MPPDA committee chairs as well as oversee MPPDA committees and work with committee chairs to implement strategic plans.

Past President. The Past President will serve a term of one year and shall in the absence or incapacity of the President and President-Elect, perform the duties of the

President, and shall perform other such duties as may be delegated from time to time by the President; and shall otherwise function as a member of the council.

Secretary-Treasurer. The Secretary-Treasurer will serve a term of four years. The Secretary-Treasurer's primary role is to monitor the financial health of MPPDA, advocate for fiscally responsible decision-making for MPPDA, and take minutes during executive committee meetings.

MPPDA Member Representative. The Member Representatives shall serve for two (2) years. The Member Representative's role is to serve as a liaison between the MPPDA membership and Executive Committee and participate in strategic initiatives at the direction of the President.

AMPPA Representative. The AMPPA Representative's term will coincide with his or her service as AMPPA Chair and is a non-voting position. The AMPPA Representative's role is to serve as a liaison between AMPPA membership and the Executive Committee and participate in strategic initiatives at the direction of the President.

B. Committees

Working committees shall be identified to address the needs, interests, and mission of MPPDA. Membership on committees shall be open to all current members.

The President, with the advice of the officers, will also appoint the chairs of the committees. Terms for committee chairs and members will generally be for two years, unless otherwise directed by the President. The President and executive committee have the option to renew membership on a committee following the completion of a term.

C. Nominations and Voting

Nominations. Nominations shall be solicited electronically from the current membership. Any current member of the Association may nominate a candidate, only physician members may serve as a candidate for president-elect, secretary-treasurer, or member representative. The President-Elect and Secretary-Treasurer must either be, or have been, a Program Director or Associate Program Director, as defined under "Membership," and a current member of MPPDA.

The final slate of candidates will be composed by the Executive Committee.

Voting for the Executive Committee. Each MPPDA member in good standing shall be allowed one vote. All issues requiring a vote of the membership will be conducted by an electronic ballot. The total number of votes received shall constitute a quorum. Nominees for each executive committee position who receive a simple majority of votes will be offered a position on the MPPDA Executive Committee. In the event of a tie between two or more candidates, "run-off" elections will be held until an individual is elected. For a vote taken on any other matter, except as otherwise provided in the

Guiding Principles, the matter shall be acted upon affirmatively according to the largest number of votes cast.

The period between the spring meeting and July 1 will be used to assist with transition and completion of duties for that year, with newly elected officers participating in executive committee activities. Official duties and terms for each elected officer begin July 1 following their election and last until the next June 30.

Voting for Non-Election Matters. At all meetings of the executive committee and working committees, a simple majority of the executive committee or working committees shall constitute a quorum. If a vote is taken on any matter during a meeting, except as otherwise stipulated in the Guiding Principles, the matter shall be acted on affirmatively following a favorable vote by a simple majority of voting executive committee or working committee members. In the event of a tie between two or more options, “run-off” elections will be held until the matter is decided.

7. Annual Dues and Fiscal Matters

The Association will collect annual dues set by the Executive Committee. At the discretion of the Committee, members may not receive member services if dues are not paid.

On an annual basis, a budget will be developed and submitted for approval by the AAIM Board of Directors. All requests for non-budgeted expenditures must be submitted to the AAIM Finance Committee for consideration. The AAIM Finance Committee will submit appropriate requests to the AAIM Board of Directors for approval. The APDIM representative to the AAIM Finance Committee is the current APDIM Treasurer and will represent MPPDA in these discussions.

On an annual basis the financial records of AAIM are subject to audit. The audit is overseen by the AAIM Finance Committee.

Members of the executive committee or MPPDA will not be compensated beyond the reimbursement of reasonable expenses for related travel or other business, as outlined in the AAIM Expense Reimbursement Policy, or otherwise gain financially from service in MPPDA or AAIM.

8. Amendments to the Guiding Principles

Review of these guiding principles shall be initiated by the executive committee periodically. Any changes shall be presented to, reviewed by, and agreed upon by the Committee.

Amendments to the guiding principles will be made in accordance with the following procedure:

- A. A copy of the guiding principles including the proposed changes will be presented to the members prior to the spring meeting.
- B. Members shall submit comments to the Committee in a predetermined time frame.

- C. A vote to approve the proposed amendments will be held prior to the spring meeting.
- D. The proposed amendments shall be adopted upon the affirmative vote of a simple majority of the votes received as defined in “6.C. Voting for Non-Election Matters.”
- E. The election results will be presented in the Secretary-Treasurer’s annual report at the spring meeting.

Changes presented to APDIM Council:	November 13, 2025
Changes approved by AAIM Board of Directors:	December 17, 2025
Effective date:	January 7, 2026

Appendix I

MPPDA Executive Committee Duties and Responsibilities

President

1. Lead execution of strategic initiatives for MPPDA
2. Organize MPPDA Strategic Planning Meetings (fall and spring)
3. Guide MPPDA Executive Committee to set priorities for MPPDA Committees
4. Work with MPPDA Executive Committee to set short and long-term fiscal priorities for the MPPDA organization
5. Work with Secretary-Treasurer and MPPDA President-Elect to develop operational budget for coming fiscal year
6. Serve as primary interface between MPPDA and its parent organizations (e.g. ACGME, ABMS) and affiliates (e.g. AAIM, APDIM, APPD, NMPRA, ACP, AAP)
7. Coordinate semi-annual meetings with ABIM, ABP, RC-IM, and RC-Peds
8. Preside over MPPDA Executive Committee conference calls (monthly) and arrange additional calls as necessary
9. Attend APDIM and APPD councilor meetings (fall, spring) as necessary
10. Consistently communicate with MPPDA membership through the MPPDA Bulletin
11. Coordinate and develop content for newsletter articles (AAIM, AAP, NMPRA, APPD, and MPPDA Bulletin)

President-Elect

1. Chair the program planning committee – whose charge is to organize and design the MPPDA annual meeting in conjunction with APDIM or APPD with mentorship and support from the Immediate Past-President
2. Work with Representative for AMPPA to provide support for the AMPPA Annual Meeting that occurs as a component of the MPPDA Annual Meeting
3. Coordinate research poster selection for the MPPDA Annual Meeting
4. Develop working knowledge of interfaces between MPPDA and its parent organizations (e.g. ACGME, ABMS) and affiliates (e.g. AAIM, APDIM, APPD, NMPRA, ACP, AAP)

- 263 5. In the spring of the president-elect year, in collaboration with the MPPDA President,
264 outline strategic plan to be executed during year serving as President
- 265 6. Work with the MPPDA President and Secretary-Treasurer to understand the budgetary
266 process for MPPDA and assist in setting financial priorities for the coming year
267 serving as President
- 268 7. Work in collaboration with the MPPDA President to develop a transitional plan to
269 assume office
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272 **Past President**

- 273 1. Complete ongoing initiatives begun during year as President; develop transitional plan
274 to carry ongoing initiatives as appropriate
- 275 2. Oversee the coordination and execution of the MPPDA Consultation Program and the
276 MPPDA Seed Grant Program.
- 277 3. Work with Secretary-Treasurer and Immediate Past-President to oversee initiatives
278 funded by MPPDA
- 279 4. Identify and oversee the mentorship program for new Program Directors
- 280 5. In collaboration with the President, select COPE and PCOC participants as necessary
- 281 6. Work with AAIM to oversee the election process for MPPDA President-elect,
282 Secretary-Treasurer, MPPDA Member Representative, and Representative for
283 AMPPA
- 284 7. In collaboration with the MPPDA President, work with NMPRA and AAP Section on
285 Med-Peds to ensure effective communication exists between the organizations
- 286 8. Serve as liaison and overseer of initiatives shared by MPPDA, NMPRA and AAP
287 Section on Med-Peds
- 288 9. Obtain national recruitment data to be reviewed by MPPDA Executive Committee
- 289 10. Serve as primary resource to guide programs through the SOAP process during the
290 residency match

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292 **Secretary-Treasurer**

- 293 1. Oversee budgetary process for MPPDA
- 294 2. Serve as liaison between MPPDA and AAIM as it relates to the governance of
295 financial matters
- 296 3. Work with President and President-elect to develop and implement short and long-
297 term financial strategic plan and budget
- 298 4. Work with MPPDA Executive Committee to develop viable financial plans to support
299 the MPPDA Annual Meeting and pre-course (if applicable)
- 300 5. Review monthly financial statements from AAIM and ensure that the MPPDA
301 Executive Committee remains abreast regarding financials
- 302 6. In collaboration with Past-President, oversee the financial implementation of strategic
303 initiatives funded by MPPDA
- 304 7. Maintain repository for organizational correspondence
- 305 8. Create, organize, and disseminate minutes from conference calls, meetings, retreats,
306 etc.
- 307 9. Work with AAIM staff to meet the website needs of MPPDA
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MPPDA Member Representative

1. Serve as liaison between the MPPDA membership and Executive Committee
2. Contribute to the MPPDA Bulletin to enhance communication between the MPPDA Executive Committee and its membership
3. Identify the members for the member spotlight segment on the MPPDA web site to promote networking
4. Develop working knowledge of MPPDA's organizational structure and its relationship to its parent organizations (e.g. ACGME, ABMS) and affiliates (e.g. AAIM, APDIM, APPD, NMPRA, ACP, AAP)
5. Develop an understanding of the administrative processes that govern MPPDA
6. Participate in strategic initiatives at the direction of the President

Representative for AMPPA

1. Appointed by the AMPPA membership to serves the ex-officio representative to the MPPDA executive committee
2. Serve as liaison between the AMPPA membership and Executive Committee
3. Contribute to the MPPDA Bulletin to enhance communication between the MPPDA Executive Committee and AMPPA
4. Work with the President-elect and Past-President to identify support needed for the AMPPA Annual Meeting that occurs as a component of the MPPDA Annual Meeting
5. Develop working knowledge of MPPDA's organizational structure and its relationship to its parent organizations (e.g. ACGME, ABMS) and affiliates (e.g. AAIM, APDIM, APPD, NMPRA, ACP, AAP)
6. Develop an understanding of the administrative processes that govern MPPDA
7. Participate in strategic initiatives at the direction of the President

MPPDA Advisor(s)

1. Provide support and institutional "memory" to the Executive Committee through understanding the administrative processes that govern MPPDA
2. Assist the Executive Committee in navigating the MPPDA's organizational structure and its relationship to its parent organizations (e.g. ACGME, ABMS) and affiliates (e.g. AAIM, APDIM, APPD, NMPRA, ACP, AAP)
3. Provide advising and mentorship to members of the Executive Committee to enable them to effectively fulfill their roles and responsibilities to benefit the organization
4. Participate in strategic initiatives at the direction of the President
5. Serve as liaison between the MPPDA membership and Executive Committee, at the direction of the President