

INTERSTATE MEDICAL LICENSURE COMPACT COMMISSION

POLICY ON ANNUAL REPORT

ADOPTED: March 20, 2018

EFFECTIVE: March 20, 2018

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

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 purposes of the policy are as follows:

- A.** Assign to the Communication 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. Requirements

- A.** The Communication Committee shall be responsible for creation, production and distribution of the annual report. The committee may delegate responsibilities to the executive director.
 - a.** The Executive Committee may approve the publication of the annual report as presented by the Communications Committee.
- B.** The annual report shall be released 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 through June 30, 2017.
- C.** Content of the annual report shall be determined by the Communications Committee, except that the report must include:
 - a.** Reports of financial audits and any recommendations that may have been adopted by the Interstate Commission.
 - b.** A report of the budget.

- c.** Summaries of policies, amendments to bylaws, amendments to the rules, and advisory opinions that were issued or renewed by the Interstate Commission.
- d.** Information on licenses issued, including renewals, through the Compact.
- e.** Information on compliance actions through the Compact.
- f.** A roster of Compact Member Boards and their appointed commissioners.
- g.** A summary of Interstate Commission committees' activities
- h.** A report from the Executive Director

V. Administration of this policy

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 delegate administration and maintenance of this policy to the executive director.