

Chapter 1

Check list for Chapter Presidents

1. Send list of new board including names, addresses, telephone #, & email address, to IARP office by May 1 of each year.
2. Contact COPR (Council of Presidents Representative) to introduce yourself & discuss chapter needs/goals.
3. Be sure COPR is on your Chapter's newsletter & mailing list.
4. Submit Financial report to IARP office by January 30 each year.
5. Consider chapter-making nominations for IARP's national award categories, which are due by the end of the year on December 31. The awards include Individual Professional Member, Outstanding Employer, Outstanding Insurance Co., Outstanding Rehab. Educator, Rehab Facility, State Legislator, Rehabilitation Participant, and community Service.
6. Determine your Chapter's commitment to be involved in IARP through sponsorship of your President's (&/or President Elects) attendance at spring IARP National conference.
7. Contact COPR with any chapter questions or resource needs.