

**ROY A. SWIFT, Ph.D., FAOTA**

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**PROFILE**

Executive with Senior Leadership and Management Experience in Government, Military and Non-Profit Organizations

- Management
- Licensure
- Health Care
- Research
- Policy Development
- Systems Thinking
- Communications Skills
- Teaching
- Adult Learning
- Continued Competence
- Vision
- Certification
- Creativity
- Accreditation
- Interpersonal Skills
- Strategic Planning
- Networking
- Consultation
- Dynamic Leadership
- International

**PROFESSIONAL WORK EXPERIENCE:**

**Executive Director, Workcred** – An affiliate of ANSI – July 2014 - Present

**Chief Workforce Development Officer, ANSI**, January 2014 - July 2014

**Senior Director, Personnel Credentialing Accreditation Programs, American National Standards Institute** – January 2009 - January 2014

**Program Director, Personnel Certification Accreditation, American National Standards Institute** - September 2001 - December 2008

**Adjunct Clinical Assistant Professor, Occupational Therapy Graduate Program, Shenandoah University** – 1999 - 2001

**Consultant in Education, Accreditation, Licensure and Certification** –1998 - September 2001

**National Board for Certification in Occupational Therapy (NBCOT) 1993-1998**

Executive Director, 1993 - 1998

Deputy Director, 1993

**United States Army Medical Department 1966-1993**

Chief, Army Medical Specialist Corps, OTSG, - 1989-1993

OT Consultant, Office of the Army Surgeon General (OTSG) - 1986-1989

European Occupational Therapy (OT) Consultant, Heidelberg, Germany-1983-1986

Doctoral Student - University of Wisconsin-Madison - 1980-1983

Director OT Clinic - Ft. Bragg, N.C. - 1977-1980

### **United States Army Medical Department – cont'd**

Director, OT Technician Program, Fort Sam Houston, Texas. -1973-1977

Instructor, OT Technician Program, Valley Forge, PA. - 1971-1973

Assistant Director, Occupational Therapy Clinic, Frankfurt, Germany - 1968-1971

Staff Clinical Therapist, Ft. Bliss, El Paso, Texas. - 1966-1968

### **ACCOMPLISHMENTS**

#### **Policy Development**

- Developed and recommended policy to the Army Surgeon General for occupational therapy, physical therapy, dietetics and physician assistants as well as contributing to worldwide policy for the entire Army Medical Department. One of six Corps Chiefs on the Army Surgeon General's executive council.
- Developed and recommended policy to Board of Directors of the National Board for Certification in Occupational Therapy.
- Taught a graduate course at Shenandoah University on policy development that incorporated systems theory concepts.
- International experience in creating policy: Participated in developing a guidance document related to an ISO Standard for the International Accreditation Forum
- Created the policies to support the ANSI Personnel Certification Accreditation Program.
- Created the policy and procedures for the ANSI accreditation certification program

#### **Management**

- Built the NBCOT organization from 8 to 26 personnel and from a \$750,000 to a \$4.5 million budget. Increased reserves from one month to four months.
- Created a new personnel evaluation system at NBCOT to allow more input from the employees regarding their performance standards.
- Developed a new benefits package for the employees at NBCOT to include health insurance, life insurance and long term disability.
- Obtained new office space and tripled the working space to allow for future growth.
- Managed careers (via policy) of over 3,000 personnel in the Army Surgeon General's Office.
- Successfully worked with Office of Personnel Management (OPM) to change GS Classification for Occupational Therapists and Occupational Therapy Assistants.
- At the Surgeon General's Office, budget management ranged from a few thousand dollars to over \$20 million.
- Currently manage 25 ANSI accreditation assessors and four ANSI staff members.

#### **Marketing**

- Identified and built a marketing team at NBCOT that included expertise in survey research, polling, focus groups, and graphic design which facilitated a very high 87% participation in a new recertification program

- In collaboration with the marketing team at NBCOT, created a completely new image for the organization that included name change, logo and new brochure materials to support the newly created mission and principles.
- Designed materials and presented to high level individuals in the Department of Defense, Department of the Army, state regulatory officials and university officials.
- At NBCOT and ANSI partnered with Wirthlin Worldwide (Harris Interactive) to conduct market research and design a program for success.
- Successfully convinced the Department of Defense to mandate accreditation of certification in cyber-security
- In 10 years, established ANSI as the premier accreditation body for personnel certification bodies

### **Program Development**

- Conceived, presented and obtained NBCOT Board of Directors' approval for a certification renewal program that is currently producing over a million a year additional revenue for the organization.
- Facilitated the naming of NBCOT in interim regulations within Immigration and Naturalization Service to be recognized as a screener of international candidates. Hired a policy analyst to assist in spearheading the project.
- As the Army European consultant for occupational therapy, developed medically related programs for handicapped children in the Department of Defense Dependent Schools and the rehabilitation program for soldiers in residential treatment facilities for drug and alcohol abuse which are considered model programs for the military.
- Developed worldwide programs at OTSG that included: Ergonomic Consultation, Combat Stress Control Teams and Health Promotion and Disease Prevention designed to save health care costs.
- Conceptualized and created a new accreditation program of personnel certification agencies. Currently conceptualizing and creating a new accreditation program for "certificate" programs.

### **Communication Skills**

- Invited keynote speaker to many conferences and selected to chair national committees with related associations.
- Created a NBCOT quarterly newsletter called "Report to the Profession."
- Developed the first Annual Report for NBCOT.
- At the Army Surgeon General's Office, developed a quarterly newsletter that was sent worldwide to all occupational and physical therapy departments, nutritional care divisions and physician assistants.
- Developed an annual "State of Corps" videotape that was sent to over 200 agencies that had Army Medical Specialist Corps officers assigned to them.
- Facilitate highly effective project teams at the Surgeon General's Office and at NBCOT
- Created quarterly assessor continuing professional development programs based on a "problem focused" approach.

### **Networking Skills**

- Built networks across the country with: state regulatory boards, Health and Human Services in the Bureau of Health Professions, National Skills Standards Board and Veterans Education and Training within Department of Labor, Department of Education Special Education Division, formal advisory appointments to Veterans Affairs and Small Business Administration, appointments to committees by President of Council on Licensure, Enforcement and Regulation and President of the National Organization for Competency Assurance.
- Created crucial contacts in the federal and state governments and corporations such as Microsoft to build the success of the ANSI accreditation program.
- Invited to attend meetings related to the White House Task Force on Credentialing for Veterans

### **Strategic Planning**

- Created the vision of a nationally recognized comprehensive certification board for NBCOT and developed the revenue, staff and technology to achieve it.
- Directed the strategic planning process for the Army Medical Specialist Corps
- Member of the strategic planning committee of the Commission on Graduates of Foreign Nursing Schools
- Facilitated strategic planning for the National Council on Credentialing in Pharmacy

### **International Experience**

- Chair, 17024 Working Group, International Accreditation Forum (IAF) (involves 23 countries)
- Served on International Organization for Standardization (ISO) committees
- Chair, task group of the Pacific Accreditation Consortium (PAC) regional body of IAF to create the Multilateral Recognition Arrangement among countries
- Workshops on Certification (new July 1<sup>st</sup> 2012) ISO/IEC 17024 to countries throughout the world in regional meetings in Seoul, Korea, Pretoria, South Africa, Bogota, Columbia.
- Other consultations in Lima, Peru; Kazakhstan, Brazil and Thailand.

### **Board of Directors**

- Extremely successful working with Board of Directors at NBCOT to create a nationally recognized certification organization.
- Obtained nationally renowned public members to strengthen the public protection mission and credibility of the organization.
- Served on the Board of Directors of the Commission on Graduates of Foreign Nursing Schools

### **Selected Consultations**

- Joint Commission on Health Care Organizations – Academy of Healthcare Quality
- American Speech-Language-Hearing Association
- Consortium on Quality Nurse Practitioner Education (Accreditation of Schools of Nursing)
- Harcourt Systems, Inc. (a licensure/certification testing agency within Harcourt Brace)
- Council on Credentialing in Pharmacy
- American National Standards Institute - Accreditation of Personnel Certifying Agencies

**EDUCATION**

Ph.D., University of Wisconsin - Madison - Continuing & Vocational Education,  
Dissertation Topic: Informal Learning in the Workplace, 1983.  
Advisor: Dr. Alan Knox

M.S. Ed., University of Southern California - Education, 1971.  
Thesis Topic: Effects of Thorazine on Eye-Hand Coordination of Psychiatric In-Patients

B.S., University of Kansas - Occupational Therapy, 1966.

Management Development Seminar (3 weeks), University of Chicago School of  
Business, 1991.

<b>SELECTED AWARDS</b>	Certificate of Appreciation, Virginia OT Association	1998
	Distinguished Service Medal - Office of the Army Surgeon General	1993
	The Surgeon General's "A" Proficiency Designator (Highest Award of Professional Excellence in the Medical Department)	1986
	Certificate of Appreciation, Wisconsin OT Association	1981
	Fellow, American Occupational Therapy Association	1980

<b>SELECTED VOLUNTEER POSITIONS</b>	Chair, International Working Committee for ISO/IEC 17024	2005-2014
	Board Member, Comm. on Grad of Foreign Nursing Schools	2004-2009
	Board Member, International Accreditation of Continuing Education and Training (IACET)	2004-2007
	Member, Secretary for Veteran's Affairs Advisory Committee For Professional Certification & Licensure	2003-2006
	Member, Maryland Governor's sub-committee on Military Health Care – Maryland's Workforce Development Commission	2003-2006
	Board Member, Citizen Advocacy Center	2001-2007
	Public Member, American Board of Medical Specialties in Podiatry	2001-2002
	Member, Board of Directors, Council on Licensure, Enforcement & Regulation	1998-2002
	Chair, Training & Development Sub-committee, Council on Licensure, Enforcement & Regulation	1998-1999
	Member, Board of Directors, National Organization for Competency Assurance	1997-1998
	National Commission for Certifying Agencies Task Force on Standards	1997-2000
	Member, IOM Panels, Provision of Mental Health Counseling Services under TRICARE	2010
	Member, IOM Planning Committee, Future of Allied Health Workforce and Services	2011
	Member, Board of Director's Standing Hearing Panel, American Psychological Association	1993-present
	Member, American Society of Association Executives	1993-2004; 2010

Chair, Assembly of Review Committee Chairs, Committee on Allied Health Education and Accreditation, American Medical Association	1990-1992
Chair, Accreditation Committee, The American Occupational Therapy Association	1989-1992

**SELECTED**

<b>COMMUNITY</b>	First Vice President, Northern VA Retired Officers Assoc.	1996-1997
<b>ACTIVITIES</b>	President, Our Daily Bread, Northern Virginia	1993-1995
	President, Lutheran Campus Ministry – George Mason University	2004-2011