

## Scheduling a Capitol Hill Visit - 2023

### How to Contact your Members of Congress

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- Find your Representatives and Senators by going to the following links:
  - House: <http://www.house.gov/representatives/>
  - Senate: [http://www.senate.gov/general/contact\\_information/senators\\_cfm.cfm](http://www.senate.gov/general/contact_information/senators_cfm.cfm)
- As an alternative, you may call the Capitol Hill switchboard at 202-224-3121 and ask to be connected to your House Representative or Senator's office.
- Prior to the meeting, **it is advisable** to familiarize yourself with the issues that are important to the Member by visiting his/her website and social media accounts. Knowing the issues supported or opposed by the Member makes a favorable impression on them.
- Show that you have researched the prevalence of lung disease in the Member's district, for meetings with Representatives. State statistics are available for Senators. See below.
- Check out the ALA website for statistics: <https://www.lung.org/research/trends-in-lung-disease/prevalence-incidence-lung-disease>

Examples:

State or County	Total Population	Pediatric Asthma	Adult Asthma	COPD	Adult Chronic Lung Disease	Lung Cancer
Virginia	8,517,685	133,820	568,842	425,195	988,341	4,899
Fairfax	1,150,795	19,264	75,830	55,228	131,971	663
Arlington	237,521	3,075	16,811	10,477	26,704	137

### Ways to Schedule a Visit with the Member

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- Allow as much lead time as possible to schedule a visit since schedules will fill up quickly.
- Contact may be made by phone or email. On the AARC PACT Connects site we have posted a list of Congressional Schedulers for each office. They are important in obtaining a meeting directly with a member of Congress.
- We recommend sending a meeting request by email because of the high volume of calls received on Capitol Hill. We recommend including "Constituent Meeting Request" as the subject for your email if you live in the Congressional District. If this is not a constituent meeting the subject line should be Meeting request to discuss respiratory therapy and patient needs.
- Once the initial communication is sent, we recommend following up by phone if you do not receive a response.

### Provide Background

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- Let them know that the AARC advocates for legislation and other issues important to

the respiratory profession and to patients suffering from chronic respiratory disease.

- Highlight that you have been appointed by your state society leadership to represent the society, respiratory therapists in your state
  - If you are from the House Member's district let the staff person know this.
  - The number of RTs in Alaska can be estimated since the state does not require licensure.

### **What You Want to Discuss**

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- You are requesting a brief meeting to discuss:
  - **Improving patient access to pulmonary rehabilitation programs and respiratory therapists who are essential members of the multi-disciplinary team.**
  - **We want Congress to take action to reform Medicare Home Oxygen Payment to improve patient outcomes and recognize the need for respiratory therapists to provide care.**
- Let the Member's staff know you will forward background information for the meeting as soon as it is available.
- Ask for a morning or afternoon appointment and let the staff pick the time. Plan on the meeting lasting around 15 minutes.