

HQCC-Public Member

Objective:

The Healthcare Quality Certification Commission (HQCC) seeks a public member to join the commission to represent the public viewpoint.

Organizational Overview:

The Healthcare Quality Certification Commission (HQCC) was established by the [National Association for Healthcare Quality](#) (NAHQ) to (a) promote excellence and professionalism in the field of healthcare quality and safety, (b) to encourage professional growth and development among healthcare quality practitioners, and (c) to recognize individuals who demonstrate an acquired minimal core competency in those areas by awarding of the [Certified Professional in Healthcare Quality®](#) (CPHQ) credential.

The Healthcare Quality Certification Commission (HQCC) will work to ensure that the healthcare quality profession is strengthened by NAHQ's certification and recertification programs which are based on industry standards of certifying bodies.

Public Member Responsibilities:

A public member's role is to bring a perspective to the decision-making of the certification program that is broader than the certificants and to help balance the certification program's role in protecting the public while advancing the interests of the certificants. Effective public members also represent the public's, consumer's, or user's perspective and interest; bring new ideas and goals to the certification board to ensure the public's interest is valued; contribute an unbiased perspective; encourage consumer-oriented positions; and bring additional public accountability and responsiveness. In addition, the public member has the following responsibilities:

- Understand NAHQ's strategic plan and bylaws within the framework of the policies and procedures.
- Review and understand the purpose and charges of the commission
- Review relevant material prior to calls. Prepare to make contributions and voice opinions concerning issues and activities
- Participate actively on all conference calls and in meetings
- Offer ideas and respect the perspectives of others
- Accept and complete assignments as requested
- Respond promptly to correspondence and information requests from the chair, staff liaison and other commission members
- Focus the Commission as needed on its mission and public duty to make decisions for the program and take action for the benefit and success of the program
- Advocate for public interest. Be aware and knowledgeable of EEOC changes and movement, Federal laws regarding nondiscrimination, American Disabilities Act, antitrust as well as other regulatory rules that may have an impact on the program.

Criteria:

- Possess comprehensive expertise and knowledge in a field that compliments the goals of HQCC.
- Strong interpersonal and management skills, independent problem solving and decision making abilities, and flexibility in scheduling.
- Previous experience with certification programs or boards preferred.

The public or consumer should NOT be any of the following:

- A current or previous member of the profession, occupation, role, or specialty area encompassed by the certification program;
- A supervisor, manager, direct co-worker, or an employee or subordinate of individuals in the profession encompassed by the certification program;
- An employee of an individual certified by the certification program or of an employer of individuals in the profession encompassed by the certification program;
- A person who currently receives or within the last five years has received income from the profession encompassed by the certification program.
- The public member should not have worked for or provided contract services to NAHQ/HQCC at any time during the five (5) years preceding the public member appointment.

Meeting Requirement:

- Meetings shall be conducted as needed within budgetary allowances.
 - Participate in 1-2 face-to-face onsite meetings annually, 2-3 days
 - Participate in a minimum of 3 conference calls throughout the year, 1.5-2 hours
 - Additional meetings may be required during years in which a job analysis occurs.

Anticipated Time Commitment:

- Approximately 1 to 2 hours per month; except for months when there is an onsite commission meeting.
- Term length is one year with the option to renew up to three consecutive years.

To Apply:

- Email your resume and a statement of why you are interested in serving as the Public Member of HQCC (300 word limit) to jfishleigh@nahq.org by April 30, 2017.