

# Make a Difference in the Lives of Arkansas, Louisiana, and Oklahoma Kidney Patients: Volunteer on a Network 13 Board or Committee

## Volunteer Opportunities

HSAG: ESRD Network 13 (Network 13) strives to improve the delivery, and quality of care provided to Arkansas, Louisiana, and Oklahoma end stage renal disease (ESRD) patients. Successfully achieving this objective requires that professionals from within the healthcare and business communities play a key role on our boards and committees. The Network utilizes the services of more than 50 professional and patient volunteers who serve on its Board of Directors (BOD), Medical Review Board (MRB), Patient Advisory Committee (PAC), and Network Council (NC).

The Network is looking for potential candidates who have demonstrated a commitment to or an interest in improving the quality and experience of care for people dealing with the complex chronic healthcare disease known as ESRD. Candidates may include individuals from within the renal community (e.g., patients, family members, care givers/care partners, administrators, nephrologists, general surgeons with expertise in hemodialysis (HD)/ peritoneal dialysis (PD) access placement, transplant surgeons, nephrology nurses, transplant nurses, social workers, registered dietitians, and patient care technicians), as well as business leaders interested in healthcare performance improvement activities. Candidates should reside and/or practice within our service area.

Patients, family members/caretakers, and providers interested in volunteering for Network boards and/or committees are encouraged to submit an Expression of Interest Form (attached). Vacancies and term limits vary depending upon the existing Board or Committee membership. Candidates for volunteer positions will be considered based on a wide range of factors, including but not limited to, expertise, knowledge, facility affiliation, geographic location, diversity requirements, and interest in serving.

In deciding whether or not you may wish to express your interest in serving Network 13, we ask that you carefully consider the following participation requirements:

- Regular attendance at meetings that may be held in-person, by teleconference or electronic communication
  - BOD: Two meetings per year
  - MRB: Two meetings per year, ad hoc meetings as necessary
  - PAC: Two meetings per year, ad hoc meetings as necessary to provide input to fulfill designated functions
  - NC: One meeting per year, ad hoc meetings as necessary
- Active participation in Board/Committee work and assignments as needed (i.e., peer review, project development, etc.)
- Proactive preparation for meetings and consistent interaction with Network staff to remain informed about the Network's mission, services, policies and programs
- Practical assistance on the Board/Committee in the execution of its individual responsibilities
- Acknowledgement of and adherence to conflict of interest and confidentiality policies

## A Brief Summary of Volunteer Responsibilities

### **Board of Directors (BOD)**

- Supervise and be responsible for the performance of Network staff in meeting Scope of Work (SOW) requirements and deliverables and responding to any Centers for Medicare & Medicaid Services (CMS) requests
- Supervise and be responsible for the financial operation of the Network, including the Internal Quality Improvement (IQI) Program
- Review and approve the Annual Report prior to submission to the Contracting Officer's Representative (COR)
- Approve requests for modifications to the Network's contract that involve requests for additional funding and/or staffing
- Review and approve any recommendations from the MRB for sanctions to be imposed on ESRD facilities prior to submission to CMS

### **Medical Review Board (MRB)**

- Serve as part of an advisory panel to the Network on the care and appropriate placement of ESRD patients on dialysis in the Network service area
- Serve as part of an advisory panel for all Network Quality Improvement Activities (QIAs)
- Assist Network staff in the development, implementation, and evaluation of all QIAs
- Work with Network staff to recommend sanctions to CMS for dialysis facilities when the criteria for a sanction recommendation are met

### **Patient Advisory Committee (PAC)**

- Provide input into the development of informational and educational materials for patients and families/caregivers
- Offer a patient perspective on the selection and development of Network QIAs
- Offer a patient perspective to the Network in interpreting the results of all Network QIAs and the development of interventions.

### **Network Council (NC)**

- Provide input into the activities of the Network and serve as a liaison between the Network and the ESRD provider communities (dialysis and/or transplant)
- Assist in identifying and gauging the ongoing needs of the Arkansas, Louisiana, and Oklahoma renal communities
- Make recommendations on programs, activities, and approaches to address the renal communities' identified needs and issues

Anyone interested in being considered for a volunteer position with the Network BOD, MRB, PAC, or NC is encouraged to complete and submit the attached Expression of Interest Form to the Network 13 office via fax at 405.942.6884. Please contact Linda Duval, BSN, RN, Executive Director, at 405.948.2244 with any questions.

## Volunteer Expression of Interest Form

Please fax this completed form and your current biography, resume, or CV to Network 13.

### Candidate Contact Information

<b>Name</b>	
<b>Business*</b>	
<b>Address</b>	
<b>Phone</b>	
<b>Fax</b>	
<b>Email</b>	
<b>Nominated by* Name</b>	
<b>Phone</b>	
<b>Email</b>	

\*if applicable

### I would like to be considered for: (check all that apply)

<b>Board of Directors (BOD)</b>	<input type="checkbox"/>
<b>Medical Review Board (MRB)</b>	<input type="checkbox"/>
<b>Patient Advisory Council (PAC)</b>	<input type="checkbox"/>
<b>Network Council (NC)</b>	<input type="checkbox"/>

### Current Role or Occupation (check all that apply)

#### Healthcare Community

<input type="checkbox"/> <b>Dietitian</b>	<input type="checkbox"/> <b>Administrator</b>
<input type="checkbox"/> <b>Hospital</b>	<input type="checkbox"/> <b>Dialysis Tech</b>
<input type="checkbox"/> <b>Nursing Home</b>	<input type="checkbox"/> <b>Home Health Agency</b>
<input type="checkbox"/> <b>Nurse</b>	<input type="checkbox"/> <b>Social Worker</b>
<input type="checkbox"/> <b>Dialysis Provider</b>	<input type="checkbox"/> <b>Physician Type:</b>
<input type="checkbox"/> <b>Other:</b>	

#### Business Community

<input type="checkbox"/> <b>Statistician</b>	<input type="checkbox"/> <b>Epidemiologist</b>
<input type="checkbox"/> <b>Healthcare Planner</b>	<input type="checkbox"/> <b>Other:</b>
<input type="checkbox"/> <b>Business Owner Business Type:</b>	

#### ESRD Consumer

<input type="checkbox"/> <b>Hemodialysis (HD) Patient</b>	<input type="checkbox"/> <b>Home HD Patient</b>
<input type="checkbox"/> <b>Peritoneal (PD) Patient</b>	<input type="checkbox"/> <b>Transplant Patient</b>
<input type="checkbox"/> <b>Family Member</b>	<input type="checkbox"/> <b>Caregiver/Care Partner</b>

### Please provide brief comments on your interests and qualifications.