

AMERICAN SPECIALTY HEALTH AFFILIATES - Specialty

Committee:	PROFESSIONAL AFFAIRS HEALTH CARE ADVISORY COMMITTEE – CHIROPRACTIC
Reports to:	Quality Oversight Committee (QOC)
Secretary:	Provided by Chairperson
Frequency:	Annually Face-to-Face; Quarterly by Telephone; and Ad Hoc by Telephone as Necessary

The Professional Affairs Health Care Advisory Committee (PAHAC) reports to the Quality Oversight Committee (QOC). Membership of PAHAC is comprised of Professional Representatives and Company Representatives as described below (Membership). ASH retains final authority to select members for the PAHAC. The PAHAC Charter, Membership, Minutes, Action Logs, and Reports will be made available on a publicly available ASH website.

Functions

- Enable ASH to solicit input, feedback, and recommendations from the Professional Societies and other Professional representatives to assist ASH in assessing Quality Improvement opportunities
- Review ASH Clinical Practice Guidelines and Clinical Criteria and make recommendations
- Provide structured and constructive Quality Improvement recommendations regarding ASH business practices
- Review annual provider and member satisfaction survey results and applicable performance standards and make recommendations
- Contribute recommendations to ASH clinical and research initiatives
- Collaborate with the Evidence Evaluation Committee (EEC) by attending meetings in order to provide feedback to the EEC

Membership

Chairperson

Vice President, Public Affairs

L. Friesen, DC

Company Representatives (5)

Vice President, Clinical Quality Evaluation

T. LaBrot, DC

Chief Health Services Officer; EVP

D. Metz, DC

Chief Info Officer, Executive Vice President,
Information Technology

K. Kujawa

Vice President, Practitioner Contracting/
Communications

J. Donoghue

Vice President, Operations

J. Foggiano

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Date: 7-16-2012

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Professional Representatives (20)

Up to fourteen (14) representatives from National, State, or Local Associations or Societies

Up to four (4) representatives from each of four (4) academic institutions

Up to one (1) private practice ASH participating practitioner

Up to one (1) private practice non-ASH participating practitioner

Non-Voting Participants:

Executive Management Team members may participate as non-voting guests at any meeting.

Health Plan and Client Guests

Up to one (1) representative from any three (3) currently contracted ASH Health Plan Clients or other group Clients may attend any meeting of the PAHAC as a guest (Health Plan and Client participants do not vote).

Membership Appointments

Membership appointments are made by ASH on recommendation of the Board of Directors or Chief Health Services Officer; EVP. Membership will be reappointed annually. Any participant can be excused from participation by the ASH Board of Directors if the designated individual misses more than three (3) consecutively scheduled meetings.

Quorum

- a. Fifteen (15) PAHAC members or designees of which at least eleven (11) are to be external and at least four (4) are ASH members; and
- b. At no time can the ratio of external members to ASH members be less than 2:1

Vote

Simple majority vote of quorum present passes a motion. All telephone meetings require a quorum for motions to be passed for action.

Schedule

The committee will meet face-to-face in a location determined by ASH once annually. In addition to the face-to-face meeting, the Committee will hold regularly scheduled telephone meetings and/or webinars at least three (3) times per year, and ad hoc telephone meetings upon request of Chair or Society member.

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Minutes, Actions, Reports

Minutes, actions, and reports will be documented for each meeting and will include participant attendee names.

Internal Reporting

PAHAC Chair will report minutes and recommendations to the ASH QOC on a quarterly basis and will report QOC actions in response to committee recommendations.

QOC will act upon PAHAC recommendations by:

- Implementing a Quality Improvement initiative approved by QOC; and/or
- Forward recommendation to the BOD for consideration and/or
- Forward to the Quality Improvement Committee for consideration and action.

Public Reporting

Current membership list, Charter, Minutes, Action recommendations, and Reports from the Committee will be posted within 30 days of the meeting or when reasonably available.

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