

Hospice Medical Director Certification Board (HMDCB) *Public Member*

Role Description

The Public Member's role is to champion the public or consumer interest, bring new ideas and goals to the table, contribute an unbiased perspective, encourage consumer-oriented positions, and bring additional public accountability and responsiveness.

Attributes of the public member should, but may not necessarily, include a track record of advocacy on behalf of the public interest, a basic understanding of certification and accreditation, and previous experience serving on the governing or advisory board of a business, religious or civic organization, or similar entity.

The public member shall serve for a term of two (2) years and may be reappointed for two (2) more consecutive full terms. The Public Member shall not hold office in another national hospice and palliative medicine professional or trade organization. **The Public Member should have knowledge and understanding of the hospice industry, but not be directly involved with or employed by a hospice organization.**

The Public Member is expected to attend all HMDCB Board meetings. Board meetings are held quarterly via Zoom, except for the fall Board meeting which is held annually at the HMDCB Offices in Chicago, IL. Attendance at the in-person meeting is expected and all expenses are covered by HMDCB (consideration will be given to attend virtually for extenuating circumstances).

Role Responsibilities

- Attend all Board of Director meetings or provide advance notice when unavailable to attend a meeting
- Prepare in advance for meetings of the board
- Participate in meetings with honest discussion, focus on issues at hand, show respect to others, and commit to the goals of HMDCB without seeking to promote individual objectives or success
- Promote and contribute to a positive environment
- Complete assignments in a timely manner
- Represent the board in a positive manner
- Submit reimbursement forms and receipts in a timely manner, i.e., within thirty (30) days of expenditure
- Comply with conflict of interest and confidentiality policies