

Mountain/Plains Clinical Network (MPCN) Steering Committee Member Position Description

Mission and Goals

The Mountain/Plains Clinical Network (MPCN) encompasses all health care providers working at Region VIII (CO, MT, ND, SD, UT, WY) community, migrant and homeless health centers, and also includes National Health Service Corps (NHSC) participants working in Region VIII. The mission of MPCN is to facilitate the professional, administrative, and educational development of Region VIII community health center providers to ensure the delivery of the highest quality of care, eliminate disparities, and increase access.

The strategic goals of MPCN, as set out during the strategic planning meeting in October of 2018, are to develop a culture of connectedness and to promote wellness by enhancing integrated care.

Steering Committee (SC) Purpose

The purpose of the MPCN Steering Committee is to represent MPCN and help guide CHAMPS' clinical and quality improvement programs and services to ensure that they meet the relevant needs and challenges of MPCN members.

SC Member Responsibilities

Each member on the MPCN SC is responsible for providing input and feedback to the CHAMPS Clinical Quality Improvement Director and other CHAMPS staff regarding CHAMPS' clinical and quality improvement programs and services. Each member is expected to make suggestions and recommendations based on their experience and specific community needs within Region VIII. Input may be provided during scheduled in-person or online meetings, or through email or phone discussions. When unable to attend a scheduled meeting, SC members are responsible for assigning their proxy to another MPCN clinician or member of the SC, and for communicating that proxy assignment to the CHAMPS Clinical Quality Improvement Director prior to the meeting.

SC Member Qualifications

SC members must work for a Region VIII community, migrant, or homeless health center. Each of the six states in Region VIII may have up to four representatives on the SC with an intention of including at least one medical provider, one oral health provider, and one behavioral health provider, although members are not limited to these disciplines alone and may represent another clinical role as well. One additional SC member may serve as the Quality Improvement (QI) Consultant and must have QI experience and a broad clinical background. The QI Consultant can be from any state and does not count towards that state's cap of four providers.

SC Leadership Composition and Responsibilities

The SC leadership consists of the current Chairperson, the Vice Chairperson, and the Immediate Past Chairperson. The Chairperson shall be elected from the current SC members every two years. The Chairperson is responsible for running the SC meetings, and reviewing agendas prior to each meeting with the CHAMPS Clinical Quality Improvement Director. The Chairperson also serves as the Clinical Representative on the CHAMPS Executive Committee. The Vice Chairperson shall serve as the SC leader in the absence of the Chairperson. In the absence of both the Chairperson and Vice Chairperson, the Immediate Past Chairperson will serve as the SC leader.

SC Online and In-person Meetings, and Time Commitment

The MPCN SC holds online meetings every other month; the second Wednesday of even numbered months (except for October). The SC meets at least once per year, usually at the CHAMPS Annual Primary Care Conference in October. Online meetings, conducted on the Zoom platform, are held for 45 minutes, and annual in-person meetings are held for approximately two hours. Every two to four years, a strategic planning session is held to review MPCN goals and objectives. These are generally half-day planning sessions. Email discussions may occur three to four times per year and are generally brief.

Length of Term for SC Members

Each SC member shall serve a two-year term. SC members may serve more than two consecutive two-year terms in cases where there is no other provider able to serve. A SC member may resign at any time by giving written notice to a CHAMPS staff member.

Benefits of Serving on the SC

SC members have direct input into the creation, development, and maintenance of CHAMPS' clinical and quality improvement programs and services, and thus have the ability to influence such programs/services to meet the needs of the MPCN providers in their state. SC members have the opportunity to participate in a professional steering committee and learn the standards of conduct and protocols utilized by a steering committee for a large network. SC members may also enjoy adding MPCN Steering Committee participation to their CV/resume. Also, MPCN SC members receive an extra \$100 (totaling up to \$800) in travel reimbursement to attend the CHAMPS Annual Primary Care Conference.