



atom Alliance Advisory Council Charter

Scope

The scope of this council reaches from the Great Lakes to the Gulf Coast. Advisors live in communities in Alabama, Indiana, Kentucky, Mississippi and Tennessee served by the atom Alliance Quality Innovation Network – Quality Improvement Organization (QIN-QIO) funded by the Centers for Medicare & Medicaid Services (CMS). We will recruit individuals to help us inspire, inform and ignite healthcare quality improvement from communities actively focusing on better patient care, better health and lower healthcare costs through collaboration and improvement. atom Advisors will share knowledge and spread best practices with their local communities and providers/practitioners across the healthcare continuum.

Vision

To ignite powerful change, atom Advisors will share their healthcare stories, opinions and experiences with atom Alliance staff and healthcare providers. Advisors are important to the Alliance's initiatives to improve health and healthcare. They work with their family, friends and neighbors so that everyone better understands how to manage their care and stay healthy. Advisors can be a person with Medicare or a caregiver. They live in communities in Alabama, Indiana, Kentucky, Mississippi and Tennessee. At first, they will support efforts to help make care better. Over time, they will help create these changes.

Membership

Council Size and Composition

The 15-member council will include three volunteer Advisors from each of the five atom Alliance states. Members will bring fresh ideas, diverse viewpoints and positive energy to the council. Advisors can be a person with Medicare, a caregiver or other patient advocate. We will recruit individuals who represent all the people of the region; therefore, atom Advisors will come from a variety of ethnic, racial and socioeconomic groups.

Terms

Advisors agree to serve a one-year term which can be renewed annually. Because stability is important, the first class of advisors are encouraged to consider service through July 2019. However, at any time, Advisors may request to be replaced.

Meeting Frequency

Formal council meetings are anticipated to be held as webinars and toll-free teleconferences. Meetings will be monthly for at least the first six months. The group will determine the frequency of the meetings after the first six months. Formal meetings will be conducted no less than quarterly and Advisors are encouraged to attend additional meetings in their local community as their schedule permits.

Expectations

Orientation

New council members are required to attend two orientation webinars. The first is an orientation to the QIN-QIO program and the second is a preparation program for council service.

Directory

Advisors will provide a brief biographic sketch and photo to be included in a council directory. This will allow atom staff and other Advisors to put faces with names and improve the experience of non-face-to-face meetings.

Meeting Attendance

Participation is important. Advisors who have an unexcused absence for more than two consecutive meetings will be replaced as the council's effectiveness will suffer without their valuable input. Advisors should contact the Chair or Organization Liaison if they need to be excused from a regularly scheduled meeting.

Participation

In addition to formal meeting attendance, council members are asked to participate and spread knowledge at the local level. Advisors are not expected to participate in all of the activities listed below. Our vision is for Advisors to build upon their strengths to serve in the ways in which they are most comfortable. Such as:

- Respond to email requests for feedback on ideas for services and products.
- Train peers about patient safety and how they might lead healthy lives.
- Participate in meetings of their local care coordination communities.
- Participate in the yet-to-be-developed patients.exchange online forum (atom Advisors will shape the content and function of this forum in late 2016.)

Confidentiality Agreement

atom Advisors will sign a confidentiality agreement and consent form. This will be explained in greater detail in the second orientation webinar on council service expectation.

Governance

An atom Alliance organization liaison will serve as Chair of the initial meetings. Eventually a Co-Chair will be selected who will be a person with Medicare.

Agenda Development

Items come to the council in several ways. atom Alliance associates will suggest agenda items and atom Advisors are encouraged to offer suggestions for future agendas at any time. atom will provide a scribe who will prepare and distribute meeting minutes including any follow-up/action items identified.

If you have questions, please email Anthony Culver at
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or call 800-528-2655, ext. 2679.