



Consensus Standards Approval Committee (CSAC)

BACKGROUND

NQF has extended the Consensus Standards Approval Committee (CSAC) nominations period. We are specifically seeking consumer, purchaser, and health professional nominees who have prior experience with NQF's endorsement process. The CSAC, appointed by the NQF Board of Directors, is responsible for reviewing and endorsing proposed consensus standards, and periodically assessing and making recommendations regarding enhancement to NQF's Consensus Development Process. The CSAC includes individuals with breadth and depth of knowledge in performance measurement.

COMMITTEE CHARGE

The CSAC reviews measure endorsement recommendations of multistakeholder NQF standing committees, which are convened in topical areas to review and recommend submitted standards (measures) for endorsement.

COMMITTEE STRUCTURE

The CSAC consists of 17 members, with a simple consumer/purchaser majority. Members of the CSAC are drawn from a diverse set of stakeholder perspectives and clinical disciplines, as well as individuals with expertise in measure development, implementation, and public reporting. There are four open seats currently; NQF is specifically seeking consumers, purchasers, and health professional representatives with previous experience with NQF's endorsement process.

Terms

Candidates appointed to the Committee will serve a two-year term. Members of this Committee will be appointed to serve as individuals, not as representatives of an organization.

Participation on the Committee requires a significant time commitment.

The CSAC meets in person three times per year in Washington, DC and by monthly conference calls. It is critical that members regularly participate in CSAC meetings and conference calls. Individuals selected will begin their term in January 2020. A schedule of meetings and monthly conference calls will be available later in 2019.

PREFERRED EXPERTISE AND COMPOSITION

Please review the NQF [Conflict of Interest Policy](#) to learn about NQF's guidelines for actual or perceived conflicts of interest. All potential Committee members must complete a Disclosure of Interest form in order to be considered for CSAC service.

NQF will require CSAC members who have a conflict of interest with respect to a measure to recuse themselves from discussion and any voting associated with that measure. A potential or current CSAC

member may not be seated on the CSAC if the conflict of interest is so pervasive that the member's ability to participate would be seriously limited. For purposes of this policy, the term "conflict of interest" means any financial or other interest that could (1) significantly impede, or be perceived to impede, a potential or current member's objectivity, or (2) create an unfair competitive advantage for a person or organization associated with a potential or current member.

CONSIDERATION AND SUBSTITUTION

In appointing nominees to the CSAC, consideration will be given to individuals who meet the following criteria:

- measurement expertise, including measure development and implementation of measures;
- experience serving on NQF standing committees or technical advisory panels; and
- availability for in-person and conference call meetings.

Priority will be given to nominations from NQF members when nominee expertise is comparable. Please note that nominations are for an individual, not an organization, so "substitutions" of other individuals from an organization at conference calls or meetings are not permitted.

APPLICATION REQUIREMENTS

Self-nominations are welcome. Third-party nominations must indicate that the individual has been contacted and is willing to serve.

To be considered for appointment to the CSAC, please send the following information:

- A completed [online nomination form](#), including:
 - A brief statement of interest;
 - A brief description of nominee expertise highlighting experience in the field of performance measurement and improvement;
 - A short biography (maximum 100 words), highlighting experience/knowledge relevant to the expertise described above and involvement in candidate measure development;
 - Curriculum vitae or list of relevant experience (e.g., publications) *up to 20 pages*;
- A completed disclosure of interest form, which will be requested upon your submission of the nominations form for Committees actively seeking nominees; and
- Confirmation of availability to participate in currently scheduled calls and meeting dates.

DEADLINE FOR SUBMISSION

All nominations **MUST** be submitted by **6:00 pm ET on Monday, October 7, 2019**.

QUESTIONS

Materials should be submitted only via online application. If you have any questions, please contact nominations@qualityforum.org with the subject line "CSAC Nominations." If you have any general questions about the CSAC, please contact NQF CSAC staff at CSAC@qualityforum.org.