



Consensus Standards Approval Committee

BACKGROUND

The Consensus Standards Approval Committee (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 broad breadth and depth 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

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. The individual selected will begin in October 2019.

2019 Meetings*	Date/Time
In-Person Meeting	Monday, October 21 – Tuesday, October 22, 2019
Conference Call	Tuesday, November 12, 2019, 3:00 pm – 5:00 pm (ET)
Conference Call	Tuesday, December 10, 2019, 3:00 pm – 5:00 pm (ET)

**(A 2020 meetings schedule will be available later in the year.)*

PREFERRED EXPERTISE AND COMPOSITION

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. **NQF is seeking to fill an immediate vacancy for one open seat currently: a purchaser.**

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 to be considered for CSAC service. The Disclosure of Interest form will be requested after we receive a nomination form.

NQF will require CSAC members who have a conflict of interest with respect to a particular 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 **Friday, August 30, 2019 at 6:00 pm ET**.

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.