



## **ANI Policy Committee**

Revised 9.10.2019

### **Purpose**

The purpose of the ANI Policy Committee is to develop and review submissions in response to request for comments in support of ANI policy positions. The Committee will also help identify opportunities where ANI can mobilize its members to respond to opportunities that support and encourage nursing informatics participation in policy activities.

### **Values**

The ANI Policy Committee values diverse perspectives and encourages varying viewpoints, facilitated through a respectful exchange of ideas among all individuals involved in achieving the committee's goals. Objectives are achieved through communication, information sharing and collaboration.

### **Tasks**

- Participate on bi-monthly committee conference calls to discuss active responses and upcoming policy concerns;
- Author and review submissions in response for comments in support of ANI policy positions;
- Engage ad hoc support as needed to obtain specific subject matter expertise.

### **Leadership**

The ANI Policy Committee Leadership will consist of the Policy Liaison and Co-coordinator.

### **Structure**

The ANI Policy Committee will consist of eight (8) members, selected via an open call to all ANI Governing Directors members and their organizations. The ANI Policy Committee is supported by the ANI Policy Committee leadership and the HIMSS ANI Staff Liaison, serving under the guidance of the ANI Executive Team.

### **Committee Members**

- Qualifications: Must be a member of an active ANI member organization in good standing.
- Term: The length of term for a member is two years and is renewable. Overlapping terms of committee members are structured for consistency in committee membership.
- Expectations:
  - Active participation in bi-monthly ANI Policy Committee calls (one (1) hour)
  - Share expertise and industry knowledge
  - Bring potential opportunities to the attention of the ANI Policy Committee leadership
  - Actively participate in development and review of submissions
    - Hours of commitment vary on length of request and depth of response details required.
    - Response to availability required.

### **Ad Hoc Support**

At times, the ANI Policy Committee may require specific subject matter experts to provide input on policy initiatives. Ad Hoc representatives may offer their thought leadership or technical expertise to a member of the ANI Policy Committee. They will be called upon to temporarily assist in responses when the ANI Policy Committee requires additional input in writing or review.

### **HIMSS Staff Liaison**

HIMSS ANI Staff Liaison responsibilities focus on support of the ANI Policy Committee in concert with the Policy Coordinator and Co-coordinator work efforts. These responsibilities include:

- Bi-monthly ANI Policy Committee meetings including scheduling, conference call, WebEx, agenda distribution and minute distribution
- Maintaining an active list of ANI Policy Committee members
- Provision of reasonable oversight, guidance, and support as required with the work effort

### **Structure**

The ANI Policy Committee will meet bi-monthly for one (1) hour based on a predetermined schedule of calls. HIMSS ANI staff liaison will provide and administer a conference call number

The ANI Policy Committee will meet ad hoc to work on responses as an active participant in the development and review of all ANI submissions. As these responses become active, the committee will meet and exchange email review as required to meet specific deadlines.