

## CHARTER

### MISSION

HCI will serve as a resource and catalyst for healthcare workforce information and innovation to the Arizona healthcare community.

### VISION

Arizona has a well-prepared, stable, accessible, qualified healthcare workforce of professionals and assistive personnel to respond to Arizona's healthcare needs.

### VALUES

- collaborate;
- share information;
- innovate;
- be proactive;
- be visible; and
- apply lessons learned as well as reflective learning to improve and grow.

### PRINCIPLES

HCI will:

- work with a sense of urgency;
- share information and ideas;
- share responsibility / accountability / active involvement;
- encourage global systems thinking for healthcare workforce issues: eliminate silo-style problem solving; and
- gather and analyze actionable data / adopt results-oriented measures.

### SCOPE OF WORK

HCI Advisory Board will provide oversight and feedback to:

- Advisory:
  - Facilitate opportunities for sharing best and promising practices.
  - Provide direction, feedback and recommend educational offerings on the topic of healthcare workforce.
  - Serve as a sounding board for AzHHA Public Affairs department and other organizations on state and federal healthcare workforce initiatives and legislation.

- Create ways to recognize and celebrate the achievements and improvements in the healthcare workforce arena by members and stakeholders.
- Provide guidance to the HCI Data Center (which is part of the Arizona Center for Healthcare Professionals).
- Communicating:
  - Communicates efforts to enhance healthcare workforce activities in Arizona.
- Financial:
  - Identify grant opportunities and when achieved provide grant guidance to support the initiatives.
- Strategic:
  - Establish priorities for statewide healthcare workforce initiatives to recommend to the AzHHA board of Directors.
  - Foster synergy with other healthcare workforce initiatives and like-minded organizations to advance HCI healthcare workforce agenda.
  - Establish the Arizona Center for Healthcare Professionals.

### **COMMITTEE STRUCTURE**

- HCI will consist of no more than 21 members;
- Members will be appointed and subject to approval by the AzHHA Board of Directors;
- Members will be appointed for a two-year term and may be reappointed for an additional two-year term based on attendance and level of involvement (according to AzHHA Education Foundation policy, three Advisory Board meeting absences in one year shall result in termination of appointment);
- To the extent possible members will have the following background:
  - institutional healthcare systems, facilities, or service entities;
  - healthcare professionals;
  - healthcare educators;
  - healthcare provider membership associations;
  - healthcare consumers;
  - healthcare regulatory agencies; and
  - at least one member of the AzHHA Board of Directors; and
- There will be a chair, chair-elect and such other officers as the Advisory Board deems appropriate, officers shall be appointed for one-year terms.

### **DUTIES**

The HCI Advisory Board members shall serve as expert resources in guiding the projects and activities of the HCI, subject to approval of the AzHHA Education Foundation Board of Directors.

Members are expected to:

- bring current information from their constituent group;
- identify and recommend the development of Advisory Board priorities;
- support the implementation of adopted initiatives; and
- attend meetings.

Additionally, members may be called upon to provide leadership and assist with other committees, special projects, studies, events, as well as other related activities.

### **EXPECTED OUTCOMES**

The HCI Advisory Board will serve as a catalyst for new and innovative education and healthcare workforce models, disseminate healthcare workforce information, and create a data center that houses a predictive healthcare workforce model.

### **COMMUNICATION OF WORK**

- AzHHA Board of Directors (report at each Board meeting);
- AzHHA members; and
- Other stakeholders.

### **MEASURES OF SUCCESS FOR THE HCI ADVISORY BOARD \***

Measurable changes that positively impact healthcare workforce outcomes state-wide by:

- increasing awareness;
- sharing information;
- disseminating best/promising practices;
- pursuing collaborative relationships for strategic alliance;
- identifying grant opportunities;
- communicating to members, stakeholders and Arizona citizens about healthcare workforce;
- identifying and prioritizing key initiatives for statewide activity; and
- adopting dash board measures.

\* For annual use by HCI Advisory Board to self-evaluate effectiveness.

### **SUPPORT NEEDED**

Funding as needed for communication, facilitators, retreats, guest speakers and staff support for meetings.