



## **Patient & Family Advisory Committee Charter**

**Purpose:** The OneCare Vermont Patient & Family Advisory Committee will bring consumers together to discuss health care in Vermont. The goal of the committee is to help OneCare Vermont improve patients' experience and care. OneCare Vermont wants to better understand consumers' concerns and will work to improve access, quality of care, cost, and patient experience. The committee will talk about health care values, preferences, experiences, and points of view. The OneCare Board of Managers will solicit and consider the Patient & Family Advisory Committee's thoughts and concerns when making decisions that impact patient care and patient experience for the sake of the primary purpose of this committee. The relationship between the Board of Managers and Patient and Family Advisory Committee is dynamic and represents an opportunity for two way communication.

**Committee Composition:** The Patient & Family Advisory Committee will be populated as required by Program Agreements and regulations, and consist of a maximum of twenty members. OneCare staff will support the committee, and members of management and the Board will regularly attend meetings. Members will be approved by the OneCare Vermont Board of Managers, and nominees should provide a completed application for consideration by the Board. OneCare will educate committee members about its structure and mission.

**Accountability:** Members will discuss their ideas and concerns about their healthcare and experiences, and make recommendations to the OneCare Board of Managers. Part of each member's role is to regularly attend group meetings, which shall be at least quarterly and up to monthly, and to participate in one annual meeting with a representative of the Office of the Health Care Advocate. Members will maintain the confidentiality of proceedings, as set forth in the orientation materials.

**Scope:** The committee's purpose is to make recommendations to OneCare about its policies and initiatives to improve healthcare outcomes, access, quality and cost, and patient experience.

**Meetings:** The committee will meet no less than quarterly. A calendar with specific dates will be provided to the members.

Members will be given a \$50 stipend and travel reimbursement for the cost of transportation to and from the meetings.

The committee chair will plan the meeting agenda and OneCare staff will provide support to the group. A summary of the committee's discussions and recommendations will be provided to the OneCare Board of Managers after each meeting.