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IHCA/INCAL Regulatory Clinical Committee Description and Responsibilities

The Regulatory Clinical Committee will advise, assist, support and advocate for the IHCA/INCAL members. The committee examines and analyzes emerging regulatory and clinical issues that impact, or could impact, the long term care and assisted living profession. The committee also discusses practical matters related to how the survey process is applied, with an eye toward identifying regulatory trends and/or patterns that can be instructive to all members. The committee coordinates with other committees of the association, including the INCAL Advisory Council, and makes recommendations to the IHCA Board of Directors on items requiring action.

Members

Members shall be selected and appointed by IHCA/INCAL Chair and represent a cross-section of the long term care and assisted living profession. The Regulatory Clinical Committee will be comprised of approximately 10-16 members. The members will be comprised of individuals with expertise in the following positions:

1. Administrator/Regional Director of Operations
2. Clinical Director/Regional Nurse Consultant
3. MDS Coordinator
4. Social Services
5. Dietary/Dietician/Nutritional Services
6. Business Office/Marketing and/or Admissions
7. Legal
8. Environmental Services
9. Activities/Recreational Programming

Member terms will be for (1) year with the expectation of serving at least (2) two years. Terms will run from January 1 to December 31. Members can serve consecutive terms.

Officers

Officers shall be a Chairperson and a Vice Chairperson who will work directly with the Director of Regulatory Affairs who will staff the committee. Officers shall be appointed after review by the Director of Regulatory Clinical Affairs and the President of IHCA/INCAL.

Meetings

The committee shall meet in-person routinely throughout the year, likely on a quarterly basis. The committee will also meet via conference call as needed in order to address emergent issues.

Subcommittees

Subcommittees shall be appointed by the Chairperson as needed to accomplish the tasks and complete special projects. Size of the subcommittee will be of the size necessary to carry out their assigned tasks.

Throughout the year, members may be asked to serve on one or more subcommittees, which focus on a specific topic and provide recommendations related to that topic to the full committee for further discussion and approval.

Regulatory Clinical Education Updates

IHCA staff with guidance from the Regulatory Clinical Committee will hold Regulatory Clinical Education Updates throughout the year. The content of the updates includes survey and certification issues, compliance issues, and a variety of regulatory and clinical matters.

Responsibilities

1. Attend and engage in Committee Meetings

The committee members are expected to actively participate and engage in the process of determining special focus projects and establishing recommendations in the best interest of our members. The committee will meet quarterly for a working meeting in person or via conference call. The Regulatory Clinical Education Updates are not considered routine quarterly meeting. Time commitment is 2-3 hours a quarter.

2. Participation on Subcommittees as needed

Subcommittees will be appointed by the Chairperson as needed to accomplish special projects and be of size necessary to carry out their assigned task and reasonable participation is expected. Time commitment is an additional 1-2 hours for the duration of the subcommittee.

Staff

The committee is staffed by the IHCA/INCAL Director of Regulatory and Clinical Affairs, who will organize all meetings and communicate with members.