

Membership Policy

Purpose

The membership policy of the Association of Healthcare Value Analysis (AHVAP) provides direction on the criteria and requirements for membership and guidance on renewals and membership termination.

- A. AHVAP has three types of memberships available.
 1. Regular membership
 - First year membership dues are \$100, with a following annual renewal rate of \$90.
 - The membership period is annual with renewal due one year from the time an applicant joined AHVAP.
 2. Retiree membership
 - Retiree membership dues are \$50.
 - The membership period is one year in length with renewals due on the anniversary of the first membership
 3. Affiliate membership
 - First year membership dues as an Affiliate member are \$100, with a following annual renewal rate of \$90
 - The membership period is one year in length with renewals due on the anniversary of the first membership.

- B. Standards of Conduct
All members are expected to conduct all personal and professional activities with honesty and integrity, to maintain competence, and to avoid exploitation of professional relationships for personal gain.

- C. Criteria for membership
 1. Candidates for membership shall be considered without regard to race, age, gender, creed, color, religion, national origin, disability or other legally protected categories.
 2. A Regular member shall be involved in healthcare value analysis functions and activities and employed by a hospital, health system, or organizations engaged in value analysis services such as value analysis consulting, cost reductions, quality improvements and benchmarking. Regular members cannot be involved in sales activities or promotional activities if employed outside of a hospital or health system.
 3. A Retiree member shall
 - have met regular membership criteria and been a member in good standing the year prior to their renewal.
 - be age 62 or greater at the time of renewal as indicated by their date of birth on the application form.
 - no longer be employed in a value analysis position and cannot be involved in sales activities or promotional activities if employed outside of a hospital or health system.
 4. An Affiliate member shall be an individual employed in the following or related healthcare fields, e.g. suppliers, trade press, GPO's, distributors, IMR's (Independent Manufacturer Reps) not directly involved in any value analysis activities such as: value analysis consulting, cost reductions, quality improvements and benchmarking.
 5. All members in AHVAP shall become effective upon approval by the Membership Committee of a completed application form and receipt of specified dues.

D. Rights and responsibilities of Members

1. Regular and Retiree members shall:

- Receive all communications and announcements sent to the membership.
- Attend association meetings that involve the entire membership.
- Participate in membership activities.
- Vote on all issues before the membership.
- Hold an appointed office.
- Hold an elected office.

2. Affiliate members shall:

- Receive all communications and announcements sent to the membership.
- Attend association meetings that involve the entire membership.
- Serve on committees.
- Provide board service through an appointed Advisory Position on the Board of Directors.
- Not have access to the “AHVAP Chat (a.k.a. Forum)”.
- Not be eligible to vote on issues before the membership.
- Not be eligible to hold an elected office or serve as committee chair/co-chair.

E. Membership renewal

1. Members whose membership is expiring will receive a reminder that membership renewal is due.
2. Members may renew online or via mail as outlined on ahvap.org website.
3. On receipt of the renewal request, the Association’s management company shall review the stated job title and job functions for compliance with membership criteria.
 - Any question of eligibility identified by the management company or a member of AHVAP, will be submitted to the Membership Committee for review.
 - Recommendations to deny or terminate membership for ineligibility will be presented as an advisement to the Board prior to notification of the applicant.

F. Membership termination

1. Membership will be terminated when dues have not been submitted following the reminder period (one month following expiration of the membership).
2. Membership will be terminated at any time a member no longer meets the criteria for AHVAP membership.
3. Membership may be terminated for violation of an AHVAP policy.
In cases of a policy violation, the Board of Directors must have a quorum majority vote to terminate membership.

____ July 26, 2018 _____
Revision Date

____ July 26, 2018 _____
Date approved by AHVAP Board of Directors