

**OPTN/UNOS Policy Oversight Committee
Report to the Board of Directors
December 1-2, 2015
Richmond, VA**

**Sue Dunn, RN, BSN, MBA, Chair
Jennifer Milton, BSN, CCTC, MBA, Vice Chair**

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Jennifer Milton, BSN, CCTC, MBA, Vice Chair**

This report reflects the work of the OPTN/UNOS Policy Oversight Committee (POC) during the June 2015 – November 2015 period.

Action Items

1. Proposal to Increase Committee Terms to Three Years

Public Comment: [August 14 – October 14](#)

Most OPTN/UNOS committee members currently serve terms of two years, with the exception of the Patient Affairs (PAC), Transplant Administrators (TAC), and Ethics committees, who serve three-year terms. Committee members and committee leadership have expressed that it would be beneficial for all committee members to serve three-year terms to decrease committee turnover, enable members to continue work on long-term projects, and retain needed historical knowledge and expertise for a longer period.

This proposal increases committee terms so that all committee members serve three-year terms except the Membership and Professional Standards Committee (MPSC), which will continue to serve two-year terms. Committee leadership (Chairs and Vice Chairs) will serve two-year terms except for the PAC, TAC, and Ethics Committees, who will continue to serve three-year terms. This proposal also formalizes the requirement that the immediate past Chair serves an additional one-year term as an *ad hoc* member.

RESOLVED, that changes to Bylaws Article VII, Sections 7.2, 7.3, and 7.5 as set forth in Exhibit A of the Policy Oversight Committee’s report to the Board, are hereby approved, effective March 1, 2016.

Committee Projects

None

Committee Projects Pending Implementation

None

Implemented Committee Projects

2. Definition of Transplant

Public Comment: [September 29, 2014 – December 5, 2014](#)

Board Approval: [June 2015](#)

Implementation: [October 1, 2015](#)

This proposal clarified the definitions of organ transplant and transplant date so that they more closely align with clinical practice; these new definitions became effective on October 1, 2015. The implementation included updates to the help documentation in UNet and

education to members. In these initial months since the new definitions have become effective, there has been no reports of concerns from members in meeting the new reporting requirements. The POC will continue communication with UNOS staff to monitor how effectively the new definitions are enabling members to accurately report transplant date and the end of transplant date.

3. Policy Rewrite Parking Lot “Quick Fixes”

Public Comment: September 29, 2014 – December 5, 2014

Board Approval: June 2015

Implementation: September 1, 2015

This proposal identified the “quick fixes” or easy, non-controversial changes that are currently in the rewrite parking lot and corrected policy language to further clarify the OPTN/UNOS policies. The updates to policy language became effective on September 1, 2015.

Review of Public Comment Proposals

None

Other Committee Work

4. Committee Project Reviews

The POC continues its work in reviewing Committee projects with the aim to make recommendations to the Executive Committee about which projects the Committees should begin or continue. With an aim to improving this process, the POC Chair and Vice Chair met on August 11, 2015 with UNOS staff and OPTN leadership to discuss the POC’s mission and make decisions for the upcoming year. The discussion resulted in the following important decisions being made that will guide the POC and Committees in the project review process for the upcoming year:

- Strict alignment with strategic plan resource allocation isn’t required as long as we’re moving the portfolio closer to the proper benchmarks.
- Each project aligns with one identified primary goal. It may impact other goals, but the committee must recommend that the project aligns with one goal (and the POC will confirm the primary goal in its review of the project).
- The current two-step review process (POC makes a recommendation to the Executive Committee and the Executive Committee makes final approval or rejection) is necessary and should continue for project review and public comment review.
- If a project will result in a Board deliverable (something the Board must vote on/approve/endorse) then the project must be approved by the POC and Executive Committee. So what is not a Board deliverable? Manuscripts, educational events, and IT user experiences are non-Board deliverables. Non-Board deliverables still may need project forms.
- HRSA and Board requests and directive projects must also go through the POC and Executive Committee approval process. The Board has the authority to tell a committee to do a project, but that project must still go through POC and Executive Committee approval process.
- If the Board mandates a committee work on a project, the Committee Chairs must provide the Board with updates on the project, which may include reasons why the committee doesn’t think the project is feasible.

OPTN/UNOS Policy Oversight Committee

- During project reviews, the POC must provide the Executive Committee with recommendations for approvals and rejections of projects. If there are projects that are "near-yeses" or "maybes," the Executive Committee wants to know that and will review those, too.
- Large projects may be approved one step at a time (approved to complete a survey or collect data in some other fashion, for example) but this is not required in every case. The decision to approve the whole project, or approve in a step-wise fashion, will be made on a case-by-case basis.

One immediate result from this meeting is that the POC now requires that each project be assigned a primary strategic plan goal, and this was included in the survey for each new and ongoing project proposed by the Committees. This review process continues to have three main goals:

1. **Ensure support of and compliance with NOTA, the Final Rule, and the Strategic Plans:** Committee projects should align with the Board-approved OPTN Strategic Plan, which sets the goals and contains many of the initiatives that drive the Committees' activities.
2. **Prioritize resources:** The OPTN, like any other organization, has finite resources and must prioritize those resources to achieve our goals. This includes:
 - Reviewing the level of work that we ask of Committee members.
 - Ensuring that there is sufficient Committee support staff available to complete the Committee projects.
 - Assessing the complexity of any projects that require programming.
3. **Ensure collaboration between the Committees and outside organizations:** The project review process helps other Committees to become aware of and be involved in those projects that impact their constituencies. By using the POC, which contains representatives of the other Committees, this process allows each of the Committees to request early input into Committee projects. Additionally, given the broad composition of the POC, the Committee can recommend additional organizations or constituencies that the sponsoring Committee should include in the project.

Using the survey, the POC could approve, reject, and comment on a project to provide direction, or request more information.

It is important to note that the POC will continue to refine the Committee project review process based on the August leadership meeting. This year, the POC offered committees the opportunity to review new projects on an ongoing basis throughout the year during monthly conference calls. The POC reviewed all ongoing projects only once, at its spring in-person meeting.

The Committee will provide the Executive Committee with a prioritized proposed Committee Work Plan that includes its recommended, approved projects according to each upcoming board cycle.

OPTN/UNOS Policy Oversight Committee

The Committee reviewed 7 new projects since its last report in June 2015 to the Executive Committee. These projects were reviewed at its September 29, 2015 in-person meeting in Chicago, IL:

Project Name	Committee
1. Address Electrocardiogram and Echocardiogram Requirements for Thoracic Organ Offers	Thoracic
2. Broader Sharing of Adult Donor Lungs	Thoracic
3. Changes to HCC Criteria for Auto Approval	Liver and Intestinal
4. Guidance on Explaining Risk Related to Use of Increased Risk Donor Organs When Considering Organ Offers	DTAC
5. Improving Allocation of Double and En Bloc Kidneys	Kidney
6. System Enhancements to Expedite Liver Allocation and Increase Utilization	Liver and Intestinal
7. Transplant Program Performance Measures Review	MPSC

After careful review and discussion, the committee recommended that these two projects **not** move forward (this recommendation came after the Thoracic Committee Vice Chair reported to the committee that they believed they needed more time to further develop these project ideas):

1. Address Electrocardiogram and Echocardiogram Requirements for Thoracic Organ Offers (Thoracic)
2. Broader Sharing of Adult Donor Lungs (Thoracic)

The committee recommended that these 5 projects move forward and prioritized them as follows:

1. System Enhancements to Expedite Liver Allocation and Increase Utilization (Liver)
Comments: The committee also recommended that this project move forward with OPO Committee as sponsor and include all organ types.
2. Transplant Program Performance Measures Review (MPSC)
3. Three-way tie:
 - Changes to Criteria for Auto Approval (Liver)
 - Guidance on Explaining Risk Related to Use of Increased Risk Donor Organs When Considering Organ Offers (DTAC) Comments: Need to further develop this idea and discuss and determine what the final product will be and how it will be communicated to the community.
 - Improving Allocation of Double and En Bloc Kidneys (Kidney)

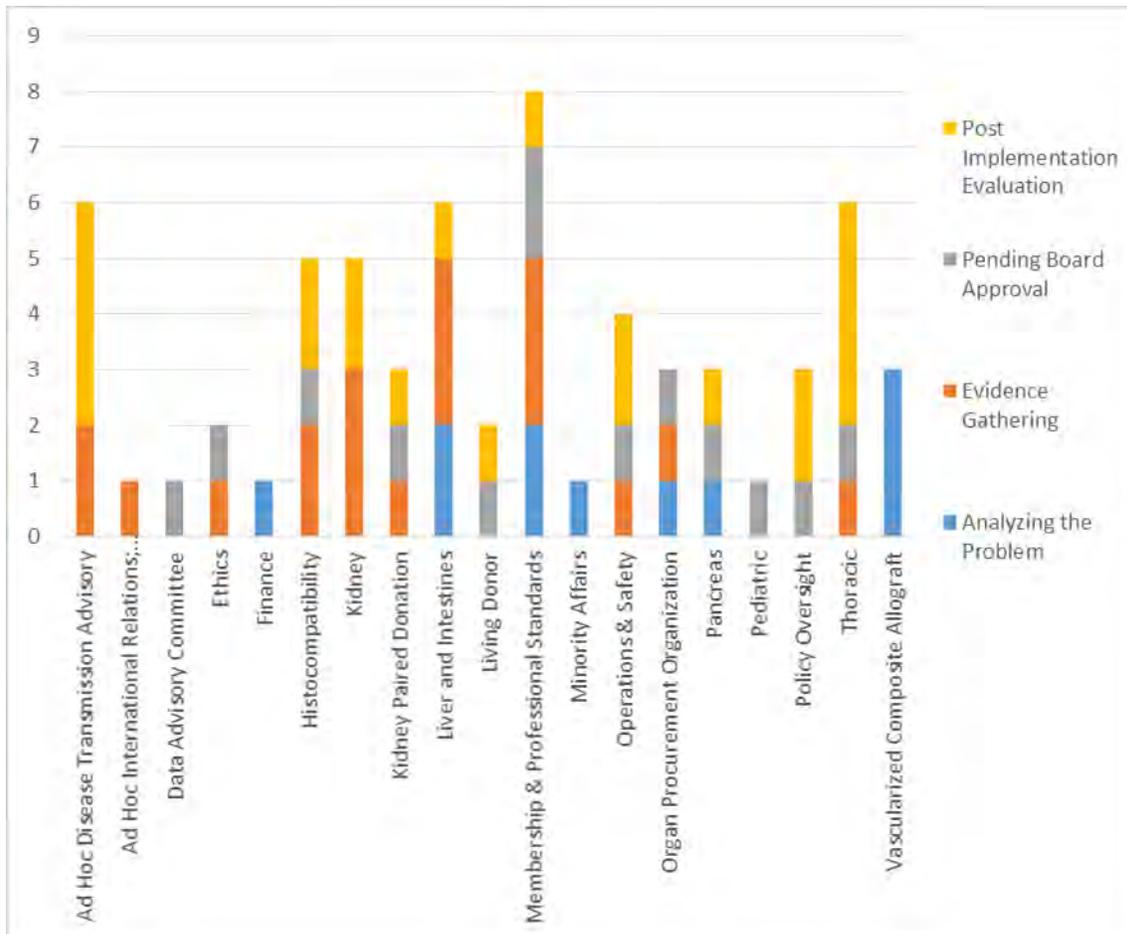
These 5 projects the POC is recommending for approval are included in the recommended committee project work plan that follows. In addition to the committee project work plan, additional information for all projects in the work plan including those reviewed since last November 2014 is available below in charts for your consideration.

OPTN/UNOS Policy Oversight Committee

The chart below shows the strategic plan alignment of committee projects by level of effort (LOE) and includes all projects that are between POC project approval and final Board approval.



The chart that follows shows the number of projects each committee is currently working on and the status of each project:



OPTN/UNOS Policy Oversight Committee

The following table shows the current committee project work plan, including all projects that have been recommended for approval by the POC, are currently being worked on by committees, and those awaiting Board approval.

Committee	Project Title	Public Comment	Board	LOE-IT	LOE-Policy	LOE-Research
Disease Transmission Advisory	Guidance on Explaining Risk Related to Use of Increased Risk Donor Organs When Considering Organ Offers	N/A	2016-June	0	200	250
Disease Transmission Advisory	Modifications to How New Donor Information Received Post-Transplant is Reported to Recipient Centers	2016-January	2016-June	1649	400	250
International Relations Organ Procurement Organization	Define "Exhausting the Match Run"	2016-August	2016-December	0	200	100
Data Advisory Committee	Data Release Policies	2015-August	2015-December	0	200	500
Ethics	Ethical Considerations of Imminent Death Donation	N/A	2015-December	0	100	0
Ethics	Review Existing White Papers for Accuracy and Relevancy	N/A	2015-December	0	100	0
Histocompatibility	Annual Update to Equivalency Tables (2015)	2015-August	2015-December	1649	200	250
Histocompatibility	Changes to KAS: CPRA and priority for patient's undergoing desensitization	2016-August	2016-December	3999	400	500
Histocompatibility	Histocompatibility Testing Guidance Document	N/A	2016-June	0	200	100
Kidney	Improving Allocation of Double and En Bloc Kidneys	2016-August	2016-December	3999	400	250
Kidney	Kidney Allocation System (KAS) Clarifications and Clean Up	2016-January	2016-June	1649	200	250
Kidney	Simultaneous Liver Kidney Allocation	2016-January	2016-June	3999	1000	100
Kidney Paired Donation	Define "Biologically Incompatible" for KPD	N/A	N/A	0	200	250

OPTN/UNOS Policy Oversight Committee

Committee	Project Title	Public Comment	Board	LOE-IT	LOE-Policy	LOE-Research
Kidney Paired Donation	Revising KPD Priority Points	2015-August	2015-December	1649	400	1000
Liver and Intestines	Changes to HCC Criteria for Auto Approval	2016-August	2016-December	1649	200	500
Liver and Intestines	Liver Distribution Redesign Modeling (Redistricting of Regions)	2016-January	2016-June	3999	1000	1000
Liver and Intestines	National Liver Review Board	2016-January	2016-June	(blank)	400	500
Living Donor	Establish or Clarify Policy Requirements for Therapeutic Donation (originally Clarify Status of Domino Donors)	2015-August	2015-December	0	200	0
MPSC	Changes to Transplant Program Key Personnel Procurement Requirements	2015-August	2015-December	0	100	0
MPSC	Define Transplant Hospital	2016-August	2016-December	1649	200	500
MPSC	Evaluate Foreign Board Certification Bylaws for Primary Surgeons & Physicians	2015-August	2015-December	0	200	0
MPSC	Post-transplant performance review of multi-organ transplants	2016-January	2016-June	0	200	100
MPSC	Transplant Program Performance Measures Review	2016-January	2016-June	0	400	500
Operations & Safety	Infectious Disease Verification Process to Enhance Patient Safety	2016-January	2016-June	0	200	250
Operations & Safety	Standardize an organ coding system for tracking of organs (TransNet)	2016-January	2015-December	3999	200	100
OPO	Limit Paper Documentation Required to be included with Organ Packaging	2015-August	2015-December	419	200	100

OPTN/UNOS Policy Oversight Committee

Committee	Project Title	Public Comment	Board	LOE-IT	LOE-Policy	LOE-Research
OPO	System Enhancements to Expedite Organ Allocation and Increase Utilization	2016-August	2016-December	1649	200	100
Pancreas	Pancreas Underutilization (Facilitated Pancreas Allocation)	2015-August	2015-December	179	400	500
Pediatric	Pediatric Transplantation Training and Experience Considerations in the Bylaws	2015-August	2015-December	1649	400	500
Policy Oversight	Proposal to Increase Committee Terms to Three Years	2015-August	2015-December	0	100	0
Thoracic	Modification of the Heart Allocation System	2016-January	2016-June	1649	400	500
Thoracic	Pediatric Lung Allocation Policy Review	2015-August	2015-December	3999	400	500

5. Pre-Public Comment Proposal Reviews

The POC reviewed proposals to be distributed for public comment in August 2015 and made recommendations for the Executive Committee to consider at its August 11, 2015 conference call.

POC members completed a survey that asked questions regarding the quality of the problem statement, whether the solution addresses the problem, whether the proposal has evidence to support the problem and solution, and how well the sponsoring Committee collaborated with others. The second purpose (supporting the Final Rule and Strategic Plan) was also reviewed when the Committee proposed the project, and the public comment survey served as a check on those projects that may have evolved since they were first proposed to the POC.

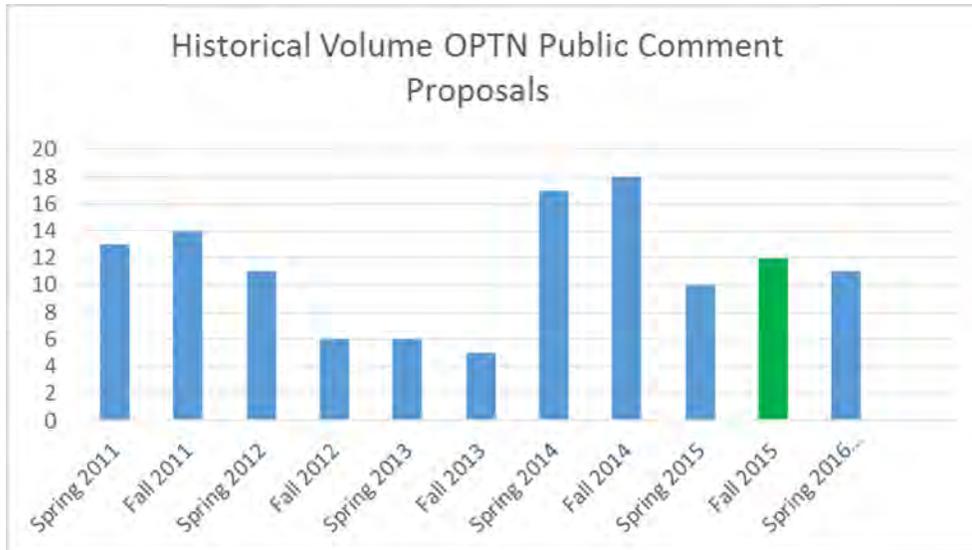
The POC used the results of the survey to make a recommendation to the Executive Committee regarding which proposals should be released for public comment. The POC unanimously voted to recommend the following 12 proposals for public comment:

1. Pediatric Transplantation Training and Experience Considerations in the Bylaws (Pediatric)
2. Pediatric Lung Allocation Policy Review (Thoracic)
3. Facilitated Pancreas Allocation (Pancreas)
4. SLK Allocation Policy (Kidney)
5. Data Release Policies (DAC)
6. Annual Updates to Equivalency Tables (Histocompatibility)
7. Revising KPD Priority Points (KPD)
8. Clarify Status of Therapeutic Donors Modifications (Living Donor)
9. Foreign Board Certification (MPSC)
10. Changes to Transplant Program Key Personnel Procurement Requirements (MPSC)
11. Limit Paper Documentation Required to be Included with Organ Packaging (OPO)

OPTN/UNOS Policy Oversight Committee

12. Proposal to Increase Committee Terms to Three Years (POC)

The chart below shows that the number of public comment proposals is in line with past cycles:



The POC provided all comments about these proposals that were entered as part of the survey to the sponsoring Committees for their consideration.

Meeting Summaries

The Committee held meetings on the following dates:

- June 15, 2015
- June 24, 2015
- August 10, 2015
- September 29, 2015

Meetings summaries for this Committee are available on the OPTN website at:
<http://optn.transplant.hrsa.gov/converge/members/CommitteesDetail.asp?ID=70>.

OPTN/UNOS Policy Oversight Committee (POC)

Proposal to Increase OPTN/UNOS Committee Terms to Three Years

*Prepared by:
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Proposal to Increase OPTN/UNOS Committee Terms to Three Years

Executive Summary

Most OPTN/UNOS committee members currently serve terms of two years, with the exception of the Patient Affairs (PAC), Transplant Administrators (TAC), and Ethics committees, who serve three-year terms. Committee members and committee leadership have expressed that it would be beneficial for all committee members to serve three-year terms to decrease committee turnover, enable members to continue work on long-term projects, and retain needed historical knowledge and expertise for a longer period.

Proposal to Increase OPTN/UNOS Committee Terms to Three Years

Affected Policies: OPTN Bylaws Article VII, Sections 7.2, 7.3, and 7.5

Sponsoring committee: Policy Oversight

Public Comment Period: [August 14 – October 14](#)

What problem will this proposal solve?

Currently committee members have terms of two years, except for PAC, Ethics, and TAC committee members who serve three-year terms. The committees were specifically asked in spring 2015 if they believed that a two-year term is adequate to allow the completion of large projects that may take longer to complete. In response, committee members with current two-year terms voted almost unanimously to extend terms to three years. Those who currently serve three-year terms expressed the opinion that they thought that was the right amount of time. Examples of recent large projects that have taken longer than two-years to complete include KAS (Kidney Allocation System), ABO Blood Typing Requirements, and Revisions to LAS (Lung Allocation System).

Two-year terms also often mean that each year roughly half of the committee needs to be educated and oriented as to their committee duties, which is inefficient and may cause the committee to lose important expertise and historical knowledge.

Why should you support this proposal?

This project will help the OPTN/UNOS run more efficiently since committee members will be able to serve longer on a committee and see important projects through to completion. It will also help committees to retain important historical knowledge and spend less time orienting new members on their duties as committee members. Increasing committee terms would maximize the return on investment in orienting new committee members and getting them over the learning curve.

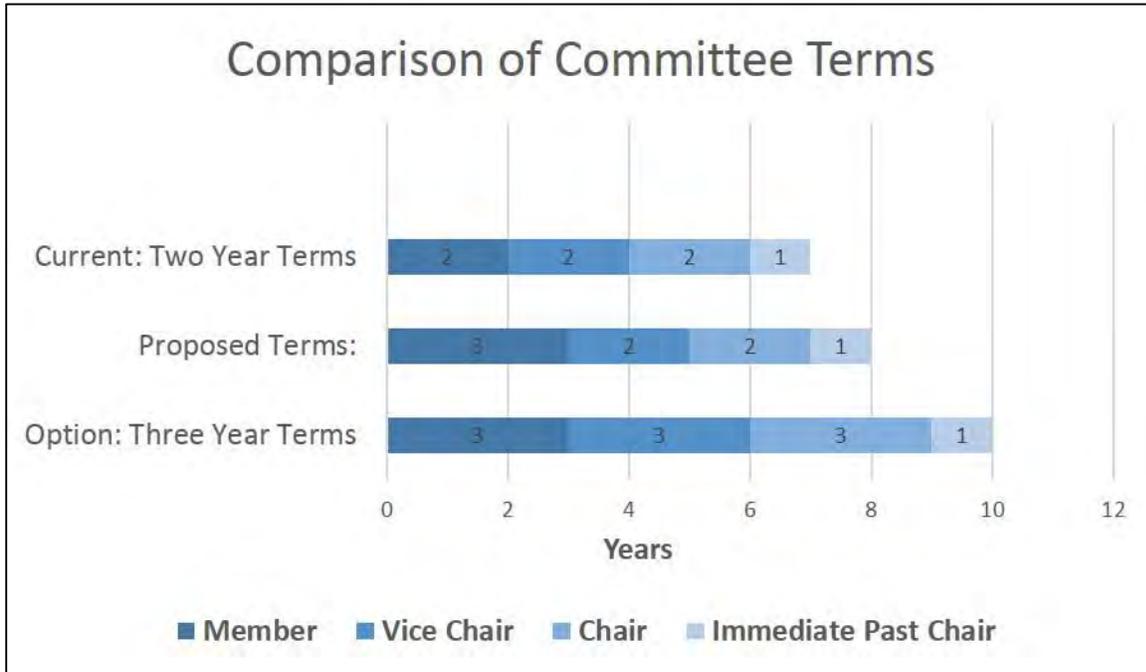
How was this proposal developed?

This proposal resulted from a request of some members of the organ-specific committees who wanted to explore the possibility of increasing terms to three years since they often have large, complicated projects that need more time to complete. The POC was given this project for consideration since it represents the Vice Chairs from each of the OPTN/UNOS committees. The POC collected additional committee and member input through the following process:

- In spring 2015, each of the Vice Chairs from the POC presented the proposed plan to each of their OPTN/UNOS committees for an official vote on increasing committee terms to three years, and asked for specific input on leadership terms as well. Each of the committees voted overwhelmingly in support of increasing committee member terms to three years, but the results were mixed for increasing Chair and Vice Chair terms to three years.
- Later, the POC sent a survey to all current committee members that specifically asked:
 - Do you feel the current two-year term limits for your committee are too long, just right, or too short?
 - Do you think your committee would benefit from an increase in the current term length from two to three years? (Yes or No)

- Would you be willing to serve a three-year term instead of the current two-year term? (Yes or No)
- A three-year term could require Vice Chairs and committee Chairs to serve at least six consecutive years, as opposed to the current four years. Should leadership term lengths be different? (Yes or No)

After reviewing the committee votes, the survey results, and committee member comments, the POC considered three-year terms for all committees and leadership, but decided that a total of nine years (or 10 with the additional post-Chair *ad hoc* year) is likely too long and too much to expect from volunteers. The POC then discussed the options and decided that the best option is three-year terms for all committee members but leave two-year terms for committee leadership, other than the PAC, TAC, and Ethics committees whose members and leadership will continue to serve three-year terms.



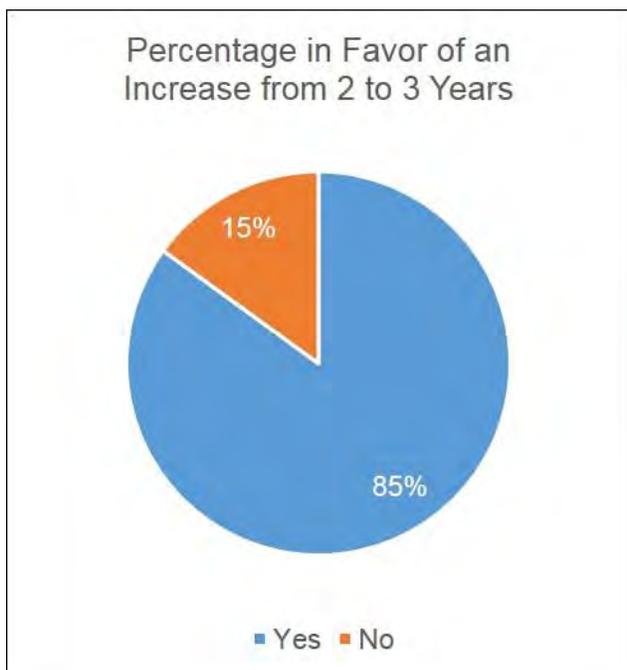
The MPSC will continue to serve two-year terms only, because those committee members believed that the large volume of work for this committee and the associated time commitment required of these committee members is too heavy a burden to place on volunteers for three years. In addition, because the MPSC regional representatives automatically become Board regional representatives changing the MPSC terms would impact the Board terms.

How well does this proposal address the problem statement?

Some current committee members believed that the current two-year terms are too short to enable completion of large, complex projects and wanted to increase committee terms to three years. As a result, UNOS staff sent a survey to each member of the 19 OPTN/UNOS committees and received 123 responses out of the approximately 350 total members, as follows:

- At large/public (43%)
- Regional representatives (49.6%)
- Current Vice Chairs (2.5%)
- Current Chairs (5%)

The graph below shows the response to the question of whether terms should be increased to three years and shows that a majority of the respondents (85%) supported the increase in terms.



The POC explored the alternative solution of simply making the ability to serve three-year terms an operational change that could be offered to committee members on a case-by-case basis when certain expertise or historical knowledge was required from a particular member. Currently, a small minority of the more than 350 committee members have their terms extended: 16 members requested term extensions in 2013 and 20 in 2014. This usually occurs when the committee member is leading a key subgroup or serving as a collaborating member for another organization such as the American Society of Transplantation (AST), American Society of Transplant Surgeons (ASTS), or The North American Transplant Coordinators Organization (NATCO). This practice is used judiciously since this effectively limits the opportunity for new members to participate in the committee process.

The POC did consider that longer terms mean that there will be less rotation and the ability for others to participate, but ultimately decided that maintaining expertise and consistency for completion of important projects outweighed this concern, as well as decreasing the time required to orient as much as half of the committee each year.

One unintended consequence of this proposal could be that committees will be populated with members who are not engaged or do not participate regularly as required. Participation in committees is vitally important since quorum is required for all committee voting items. UNOS staff will review the current processes in place to remove non-participatory members to determine that they are appropriate and well implemented.

We may discover that the requirement to serve three-year terms is too long and discourages members from volunteering to serve on committees. Staff will continue to monitor engagement and participation and re-evaluate the longer terms if necessary.

Was this proposal changed in response to public comment?

Three primary themes arose in public comment:

1. That three year terms would limit the opportunity for others to serve on an OPTN/UNOS committee, particularly new members of the transplant community.

2. That a process is needed to deal with committee members who are not participatory or not engaged.
3. That there needs to be a clear implementation plan for this proposal.

The committee specifically discussed the concern that longer three-year terms would limit the opportunities for others to serve on committees. However, in considering the benefits of retaining historical knowledge and reducing the amount of time required to orient new committees, as well as asking for input from committee members that currently serve three-year terms (PAC, TAC, and Ethics), the committee believes the benefit of three-year terms outweighs this.

As a result of the comment received that a clear process needs to be put into place to deal with non-participatory members, policy staff worked with regional administration staff to come up with a plan. UNOS staff will continue to track attendance of all committee members for in-person meetings, full committee conference calls, and work group or subcommittee calls and meetings. Staff will also develop a plan for how staff will address these committee members who are identified as non-participatory because they are not attending or participating in meetings. This will include a timeline for addressing the issue and the process for notification to the member, including subsequent removal from the committee if necessary. Since not all committee member engagement can be measured by meeting attendance, staff will create and use a committee member assessment that will include objective attendance data as well as the perspectives of liaison, committee leadership, and other stakeholders.

The implementation plan for this proposal has been updated as a result of comments received and is detailed in the implementation section below.

Based on public comment received, the committee made few changes to the Bylaws language as included in the original public comment proposal. These changes to the Bylaws language were made post public comment:

- Added a sentence to clarify that the president appoints the replacement for any Chairs or Vice Chairs who cannot complete their full term for any reason.
- Added the word *permanent* to consistently use the term *permanent standing committee* throughout.

The comments received for this proposal are on the Organ Procurement and Transplantation Network (OPTN) web site at <http://optn.transplant.hrsa.gov/governance/public-comment/>.

Which populations are impacted by this proposal?

This project will affect all committee members except TAC, PAC, Ethics, and MPSC, who will see no change in their current committee terms. Since most future committee members will be asked to serve longer terms, there will be fewer opportunities for people to serve as regional representatives on OPTN/UNOS committees because the regions will not be able to nominate as many new committee members each year.

How does this proposal support the OPTN Strategic Plan?

1. *Increase the number of transplants:* There is no impact to this goal.
2. *Improve equity in access to transplants:* There is no impact to this goal.
3. *Improve waitlisted patient, living donor, and transplant recipient outcomes:* There is no impact to this goal.
4. *Promote living donor and transplant recipient safety:* There is no impact to this goal.

- 5. *Promote the efficient management of the OPTN:* This project will help the OPTN/UNOS run more efficiently since committee members will be able to serve longer on a committee and see important projects through to completion. It will also help committees to retain important historical knowledge and enable committees to spend less time orienting new members.

How will the sponsoring Committee evaluate whether this proposal was successful post implementation?

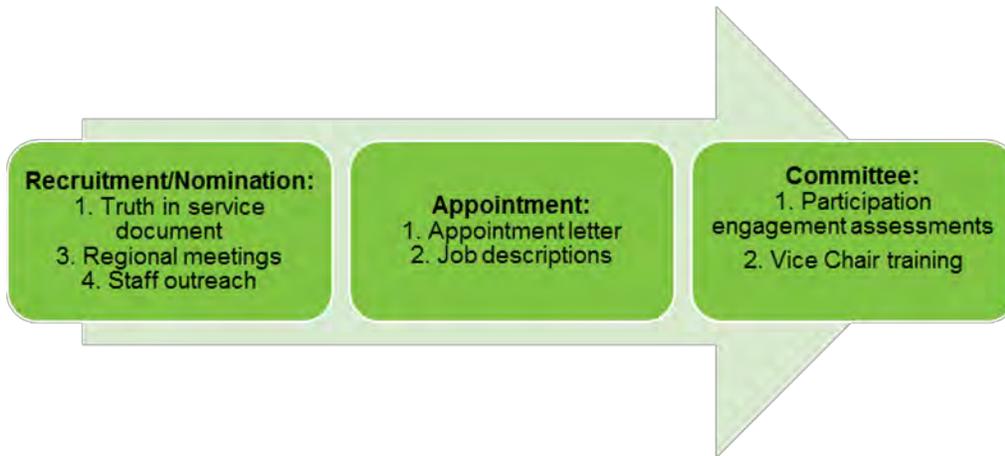
The POC will continue to collect input from committee members serving three-year terms to determine if the term length is increasing efficiency and enabling committees to complete projects more easily, through surveys, by directly communicating with each committee, or both. Staff will be able to evaluate if the average length of committee projects is decreasing based on information already provided for each committee project. The POC will also ask UNOS staff at regularly scheduled staff meetings, particularly regional administration and committee liaisons, for updates on how the three-year terms are affecting the membership operationally.

How will the OPTN implement this proposal?

If the Board approves this proposal:

- Bylaws language will be effective March 1, 2016
- New term lengths will begin with new committee members starting July 1, 2016. Terms for existing committee members will not change.

It will be important to ensure that we communicate the term lengths, committee member responsibilities, and expectations clearly to both potential committee members and new members. There are several points along the way where we will do this, as shown in the graphic below.



During the recruitment/nomination phase, staff (committee liaisons and regional administrators) have available to them a “truth in service” document that they use to describe to potential new committee members what the expectations and responsibilities will be for the committee they’re being considered for. This document will be updated accordingly with the three-year terms. The regional administrators also communicate this at the fall meetings and throughout the nomination and appointment process. Staff (committee liaisons) also reach out to potential committee members and discuss the responsibilities that go along with their particular committee.

During the appointment process, the appointment letter will include attendance and engagement expectations as well as the summary of the consequences of not participating and fulfilling committee

responsibilities. Updated job descriptions for each committee position will also be provided to provide more details about expectations of committee members.

Committee member participation will be tracked through attendance and a standardized committee member participation assessment that is in development by staff. For committee leadership, new vice chairs are coached about not only their leadership responsibilities, but also the responsibilities of committee members, during the mandatory vice chair training each year. Staff will develop a detailed plan for how to address committee members who are identified as non-participatory. This will include a timeline for addressing the issue and the process for notification to the member, including subsequent removal from the committee if necessary.

And finally, if this proposal is passed by the Board, members will receive a policy notice to inform them of the change. This proposal does not require programming in UNetSM.

How will members implement this proposal?

There is nothing members need to do to implement this proposal. UNOS staff will educate all potential and new committee members that they will be committing to serve three-year terms when they volunteer for a committee. They will also communicate that leadership terms are two-years each for the Vice Chair and Chair, except for PAC, TAC, and Ethics.

Will this proposal require members to submit additional data?

This proposal does not require additional data collection.

How will members be evaluated for compliance with this proposal?

This proposal does not require any evaluation of member compliance.

Policy or Bylaw Language

Proposed new language is underlined (example) and language that is proposed for removal is struck through (~~example~~).

RESOLVED, that changes to Bylaws Article VII, Sections 7.2 (Standing Committee Chairs), 7.3 (Terms of Standing Committee Members), and 7.5 (The Policy Oversight Committee (POC)) as set forth below, are hereby approved, effective March 1, 2016.

1 **7.2 Permanent Standing Committee Chairs and Vice Chairs**

2 Committee Chairs inform the OPTN president and the Executive Director of the activities of their
3 Committees and report to the Board of Directors upon request.

4
5 The treasurer of the OPTN serves as the Chair of the Finance Committee. The vice president, with
6 approval of the Board of Directors, appoints the Chair of the other permanent standing Committees.

7
8 Chairs and Vice Chairs of the permanent standing Committees have the following terms:

- 9
- 10 ■ The Patient Affairs, Ethics and Transplant Administrator Chairs and Vice Chairs serve three-year
 - 11 terms.
 - 12 ■ Other Chairs and Vice Chairs serve two-year terms.

13
14 Chairs will serve an additional 1-year term as an *ex-officio* member of the Committee.

15
16 The vice president may appoint one or more Committee Chairs for a one-year term so that a staggered
17 rotation is achieved. Committee Chairs may be appointed to consecutive terms. The president will appoint
18 the replacement for any Chairs or Vice Chairs who cannot complete their full term for any reason.

19 20 **7.3 Terms of Permanent Standing Committee Members**

21 The vice president appoints members of the Committees for terms of ~~two~~three years, except for the
22 ~~Patient Affairs, Ethics and Transplant Administrators Committee~~ Membership and Professional Standards
23 Committee (MPSC) members, who serve ~~three~~two-year terms. When appointing permanent standing
24 Committee members, the vice president may also:

- 25
- 26 ■ Appoint up to one-~~third~~half of the members of a Committee to a one-year term to achieve a staggered
27 rotation.
 - 28 ■ Appoint any Committee member to an additional full or partial ~~consecutive~~-term whose expertise is
29 needed for the Committee to continue its work.

30
31 The president will appoint the replacement for any Committee members who cannot complete their full
32 term for any reason. Committee terms begin on July 1.

33 34 **7.5 The Policy Oversight Committee (POC)**

35 The OPTN will have a permanent standing committee, the Policy Oversight Committee (POC), that ~~The~~
36 ~~POC~~ will be advisory to the Board of Directors. The POC will ~~also~~ provide written recommendations about
37 policies to the Board of Directors at least twice a year.

- 38 ~~■ Provide written recommendations about policies to the Board of Directors at least twice a year.~~
- 39 ~~■ Review and comment on research projects being conducted and published by the OPTN and the~~
- 40 ~~Scientific Registry of Transplant Recipients (SRTR).~~
- 41 ~~■ Work in collaboration with the SRTR Technical Advisory Committee (STAC) to identify and develop~~
- 42 ~~SRTR research priorities.~~

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A. Composition of POC

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The POC will be comprised of the Vice Chairs of ~~the organ-related and constituency Committees~~ each of the Committees, or a representative of each Committee appointed by the vice president, and the following other individuals as needed.~~members:~~

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1. ~~Two public policy or public health representatives, with strong backgrounds in healthcare policy analysis.~~

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2. ~~Representatives from the public including transplant recipients, candidates, donors and their families.~~

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3. ~~Two professionals with expertise in applying research data to policy chosen by the SRTR.~~

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4. ~~Other individuals, as needed.~~

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B. Ex-officio Representation

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The Policy Oversight Committee will also have *ex-officio* members from the Division of Transplantation of the HHS and the Scientific Registry of Transplant Recipients (SRTR), or representatives they designate, as follows:

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1. The U.S. Health Resources and Services Administration (HRSA) Project Officer for the OPTN contract.

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2. The Director of the Division of Transplantation.

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3. One other Federal representative to be designated by the OPTN Project Officer.

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4. The Project Officer of the SRTR contract.

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5. Two *ex-officio*, non-voting representatives of the SRTR, chosen by the SRTR.

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68

~~Current members of the OPTN Board of Directors may not serve on this Committee.~~

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70

~~C. POC Chair~~

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~~The president vice president, with approval of the Board of Directors, will appoint the Chair and Vice Chair of the POC for two-year terms the Chair of the POC. POC Chairs and Vice Chairs may be appointed to consecutive terms. The POC Chair will also serve an additional 1-year term as an *ex-officio* member of the Committee.~~

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CD. Terms of POC Members

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With the exception of the MPSC Vice Chair, all POC members, except the Chair or standing Committee Vice Chairs, serve *ex-officio* on the Policy Oversight Committee. All other members of the POC serve for terms equal to the term they are serving on the Committee they are representing. POC terms begin on July 1.

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