



USCIPP Council Framework

NCHL Mission

NCHL is dedicated to advancing healthcare leadership and organizational excellence by building diverse, inclusive, and collaborative relationships in the US and abroad. NCHL is widely recognized as the premier source for evidence-based healthcare leadership practices, cultivating communities for peer collaboration across organizations, and collectively developing industry models and benchmarks to improve healthcare.

USCIPP Purpose

USCIPP fosters peer-to-peer learning and organizational improvement through collaborative initiatives and the continuous and open sharing of knowledge and industry best practices. USCIPP's activities include:

- Collection of benchmarking data on international patient programs
- Business intelligence and market research on global healthcare markets
- The facilitation of business development opportunities for members, including in-person and virtual international trade events
- Networking, collaboration, and the dissemination of information among US hospitals through webinars, an annual conference, and other initiatives
- Engagement with external stakeholders and industry leaders on international patient programs at US hospitals

USCIPP operates as a member-driven program, emphasizing a collaborative Council structure. Membership offers valuable opportunities for active involvement in shaping the program's strategic direction through participation on the Advisory Council and Benchmarking & Research Council.

USCIPP Advisory
Council

USCIPP
Benchmarking &
Research Council

Advisory Council

Purpose: Provide strategic leadership to the USCIPP team at NCHL, guiding its evolution to the next level of maturity. Facilitate collaboration among senior leaders and decision-makers in international programs, addressing industry challenges and proposing solutions. (Members in leadership roles, such as executive director, vice president, chief, chairman, etc., will be prioritized for new appointments.)

Roles and Responsibilities

1. Provide strategic guidance to the USCIPP team at NCHL.

2. Assist in positioning USCIPP within the broader context of international healthcare services, enhancing its visibility and influence.
3. Collaboratively make decisions on organizations seeking USCIPP membership, considering appropriate membership categories.
4. Offer guidance on international business development events, market development activities, and continuing education initiatives that add significant value to USCIPP members.
5. Assist USCIPP in identifying potential international partner organizations, prioritizing collaborations, and determining key focus areas for external engagement.
6. Provide leadership and guidance on issues affecting international healthcare services at US hospitals.
7. Offer advice and direction on awareness-building initiatives and public communications campaigns to enhance USCIPP's reputation.
8. Actively engage in USCIPP initiatives, including leading or participating in workgroups, member calls, and attending business development events and the annual conference.
9. Attend Advisory Council calls and in-person meetings, contributing insights and strategic perspectives.
10. Provide timely responses to relevant and pressing questions/issues raised in email threads.
11. Undertake additional ad-hoc roles and responsibilities as needed to address evolving priorities and challenges.

2024 Advisory Council Meetings

- Friday, February 23: 11:00 AM – Noon CT
- Friday, April 26: 11:00 AM – Noon CT
- Friday, June 21: 11:00 AM – Noon CT
- Friday, August 23: 11:00 AM – Noon CT
- Friday, October 18: 11:00 AM – Noon CT
- Friday, December 13: 11:00 AM – Noon CT

Please note one of the meetings may be rescheduled as an in-person meeting depending on the annual conference dates and programming.

Benchmarking & Research Council

Purpose: Ensure that the USCIPP annual benchmarking survey evolves to optimally yield the highest-quality results and inform the field of the most relevant and up-to-date trends. Provide oversight and strategic guidance for USCIPP's business intelligence (BI) research, data analytics, and data collection initiatives, aiming to inform and shape the future of international healthcare practices. (Members in data-focused roles, such as data analyst/manager, research manager/director, strategic planning, etc., will be prioritized for new appointments)

Roles and Responsibilities

1. Identify and advise on survey questions and data demands that are of utmost interest to USCIPP members, ensuring the survey's relevance and significance.
2. Provide strategic guidance on the overall direction and administration of the benchmarking survey, aligning it with the evolving needs of the international patient care landscape.
3. Review and test the benchmarking survey before its release to ensure accuracy, clarity, and effectiveness in data collection.
4. Actively participate in the USCIPP annual survey, making a best attempt at submitting volume and revenue information for comprehensive benchmarking.
5. Identify and advise on research projects of interest, focusing on international market intelligence needs that contribute to the advancement of USCIPP's mission.
6. Attend scheduled council calls to actively contribute to discussions, share insights, and collaboratively shape the council's initiatives.

7. Provide timely responses to email threads, particularly when relevant and pressing questions or issues are posed, to facilitate efficient decision-making and progress.
8. Undertake additional ad-hoc roles and responsibilities as needed to address evolving priorities and challenges.

2024 Benchmarking & Research Committee Meetings

- Friday, March 1: 11:00 AM – Noon CT
- Friday, May 10: 11:00 AM – Noon CT
- Friday, August 2: 11:00 AM – Noon CT
- Friday, September 27: 11:00 AM – Noon CT
- Friday, December 6: 11:00 AM – Noon CT

Council Terms & Conditions

- The Advisory Council and Benchmarking & Research Council will each be composed of up to 15 delegates from different USCIPP member organizations.
- Appointments last for two years, with a maximum consecutive service of four years. After serving four consecutive years, delegates must take a break for one term (two years) before being eligible for a new nomination.
- Delegates will be assigned staggered terms so that half the delegates rotate off or are renewed each year.
- USCIPP reserves the right to extend delegates an invitation to renew their term without submitting a new nomination for members who regularly attend the committee meetings and actively contribute to and participate in the committee's activities.
- All delegates are expected to be active participants, which includes meeting attendance, idea creation, and brainstorming. Every effort will be made to represent diversity and a variety of geographic locations in the US on the committee.
- Nominations will be received from the USCIPP membership via survey and reviewed by the NCHL staff.
- Regular meeting attendance is a crucial factor in determining eligibility to remain on or be renominated, and temporary substitutions, while sometimes necessary due to staffing transitions within an organization, are highly discouraged and should be the exception rather than the rule.
- Appointments are made on behalf of the organization rather than the individual.
- Terms cannot be transferred to other individuals at the member's organization. If an individual is no longer able to carry out the appointment, the organization should recommend a permanent replacement for the remainder of the term.
- Confidentiality is mandatory for discussions involving sensitive matters and/or proprietary information.

These terms and conditions aim to ensure the effectiveness, diversity, and integrity of USCIPP's Advisory Council and Benchmarking & Research Committee.

Please note that the External Relations and Global Market Development Subcommittees have been discontinued and will be replaced by topical workgroups that will be open to all members to join. Information for the workgroups will be shared separately.