



## South Arkansas Regional Hospital Advisory Board

*“The voice of the patient is dominant here. One patient doesn’t speak for all patients so it is important to bring together as many people as you can.*

*The patients and families are who we check with on everything we do.”*

*Quote from Jim Stam  
Dana-Farber PFAC Co-Chair*

### **CHARTER**

***The SARH Advisory Board will be a true partner with South Arkansas Regional Hospital, involved in decision-making, committed to an environment of safety, dignity, respect, and the very best experience for patients and families.***

### **ADVISORY BOARD PURPOSE**

To serve as a formal mechanism for involving patients, family, and staff as partners for policy and program decision-making in healthcare settings.

### **ADVISORY BOARD COMPOSITION**

Advisory Board nominations will be solicited from the community via the hospital’s website, social media, and throughout the hospital campus. Nominees will be screened by the hospital leadership assuring that members represent a cross-section of hospital consumers and the community at-large. Members will be approved by the SARH Governing Board. The Advisory Board will have 8-10 members. They will elect a chair and vice-chair. Advisory Board terms are two years in length. Advisory Board members will have full voting privileges. Advisory Board members must have been consumers of the hospital or had a family member who was. Responsibility for the contact information, terms, and directing the agenda of the Advisory Board will rest with the Quality Department of SARH.

### **ADVISORY BOARD TIME COMMITMENT**

The Advisory Board will meet quarterly during the lunch hour at the hospital campus. Advisory Board members must go through an orientation process as well as HIPPA training. Lunch will be provided for participants. Members are expected to attend at least 50% of annual meetings or will be replaced. Topics will be selected in advance, agendas delivered before meetings, and minutes approved by members. Advisory Board members may be asked to serve on other committees within the hospital. Occasionally members may be asked to attend an off-cycle meeting. Meetings can potentially be held virtually if needed.

### **EX OFFICIO MEMBERS**

In addition to the Advisory Board Members, the following individuals will be members of the Advisory Board without voting privileges:

- a. SHARE President/CEO

- b. SARH President
- c. SARH CNO
- d. SARH Quality Director
- e. Local physician
- f. Other employees will be rotated in and off the Advisory Board as needed

### **BYLAWS**

A formal set of bylaws governs the works of the SARH Advisory Board. While the Advisory Board can suggest alterations to the bylaws, only the SARH Governing Board can amend the bylaws.

### **GOVERNING BOARD AND ADVISORY BOARD RELATIONSHIP**

Minutes of all Advisory Board meetings will be shared with SARH Governing Board Members. The SARH Governing Board confirms members to the Advisory Board and can amend bylaws and charter.

### **GOALS OF THE SARH ADVISORY BOARD**

- a. Work as a team
- b. Share experiences
- c. Provide honest feedback
- d. Respect the perspective of others
- e. Educate leadership and staff
- f. Participate in the development and planning of new patient and family initiatives
- g. Work to enhance the patient and family experience
- h. Transform the delivery of care at SARH

### **GUIDING PRINCIPLES**

- a. Dignity and respect
- b. Information sharing
- c. Participation
- d. Collaboration