

UPCRA
POLICY/PROCEDURE

COMMITTEE/CHAIR: Outcomes

SUBJECT: Role and Responsibilities

PURPOSE: To clearly define the role/responsibilities of the Outcomes Chairperson in order to promote committee continuity when a new chairperson is elected. To also assist the chairperson in delegating duties to members of the committee.

POLICY: The UPCRA Outcomes chairperson shall be appointed/chosen by the Nominating Committee. This individual shall be responsible for oversight of the outcomes program(s) which UPCRA member facilities are utilizing/participating in.

LENGTH OF TERM: Two (2) years, with a maximum of three consecutive 2 year terms (Bylaws Section 5:10).

PROCEDURE: a. Oversight of the Outcomes Committee by the chairperson will include, but may not be limited to the following duties:

1. Promoting Outcomes monitoring within the association
2. Evaluation and recommendation of appropriate outcomes tracking tools
3. Overseeing establishment and development of an association outcomes tracking method for both Cardiac and Pulmonary Rehabilitation programs
4. Acting as the association's Outcomes coordinator; responsible for helping member facilities choose, implement, and correctly utilize the specific tools/programs
5. Serving as a troubleshooter for facilities that have questions/concerns/issues with their outcomes collection and monitoring system
6. Presentation of cumulative association Cardiac and Pulmonary outcomes data at the annual UPCRA conference, Board of director's meetings, and periodic association webinars as requested.
7. Serving as a liaison between the association and the various outcomes program vendors
8. Periodically evaluating the current association-selected tools for effectiveness and cost containment. Researching and evaluating new tools for effectiveness and relevance as they become available.
9. Serving as a resource person to assist member facilities in interpreting their data, and utilizing the results for making changes to enhance their program(s).

- a. The outcomes chairperson and/or Executive Committee will select UPCRA members to serve on the Outcomes Committee, to include both cardiac and pulmonary representation.
- b. If the committee chair is unable to attend the board retreat or an UPCRA meeting, he/she will submit a written report to the president beforehand or have the report given to another person to read and arrange for someone else to take pertinent notes regarding outcomes at that meeting.