

### Nomination for Independent Accreditation Audit Committee (IAAC) Member

Name of person you'd like to nominate: \_\_\_\_\_

Cell phone/email address: \_\_\_\_\_

Date affiliation with facility/organization ended: \_\_\_\_\_

Name of person nominating: \_\_\_\_\_

What is the IAAC:

From The Commission By-laws

Article IV, Section 12 – The directors may appoint such committees as they may from time to time determine necessary or advisable. Unless otherwise directed by the board of directors, each such committee shall follow the procedures set forth in these by-laws for actions by the board of directors.

The board of directors shall be responsible for maintaining an independent accreditation committee. This committee shall consist of at least five (5) elected persons, none of whom has any current affiliation with a Christian Science nursing facility. The board of directors may remove a member of the independent accreditation committee by a majority vote. For any vacancy on this committee, the board of directors shall solicit nominations from the members and submit a candidate or candidates, as the case may be, to the membership. Election of any person to this committee shall require a vote of at least eighty percent (80%) of the members. The board of directors shall define the duties and authority of the independent accreditation committee as part of accreditation standards and procedures adopted by the board pursuant to Article IV, Section 1 of these bylaws, provided that such standards and procedures shall provide that the board of directors shall, upon review of decisions by the independent accreditation committee, have final authority over THE COMMISSION BY-LAWS effective January 1, 2013 - 12 - the issuance or withdrawal of accreditation by the corporation of a Christian Science nursing facility.

#### Requirements:

- Candidates for the IAAC
  - Have not been affiliated with a member organization for 2 years
  - Are objective and have a high degree of integrity
  - Shall not have direct involvement with and/or participate in any decision-making capacity for an organization being reviewed.

*See additional information from the Accreditation handbook (rev Oct 2021): Attached*

## IAAC Information

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From Accreditation Handbook (rev. October 2021)

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### **Independent Accreditation Audit Committee (IAAC)**

The IAAC membership is maintained by The Commission Board and is composed of at least five members of The Mother Church with no current affiliation with an Accredited Organization. The IAAC audits the information from the Review Team and makes a recommendation to The Commission Board on the appropriate accreditation status. It is The Commission Board that makes the final accreditation decision.

**Time Requirement:** Most auditors spend about 30 minutes on a Review. At this time there are fewer than ten Reviews a year, spread out throughout the year.

**Accreditation Process Summary:** The Commission accreditation process for evaluating Christian Science nursing organizations is a comprehensive four-step process.

1. The organization conducts a self-assessment and submits the self-assessment report to the Review Team of peer evaluators selected by The Commission Board. The self-assessment should include the governing body, managers, Christian Science nurses, and other staff and individuals concerned with the organization.
2. The Review Team conducts a site visit, resulting in Review-Assessment and Summary-of-Findings reports.
3. The Independent Accreditation Audit Committee (IAAC) examines the reports and recommendations written by and about the organization and recommends accreditation by accepting or rejecting the Review Team recommendations or seeks information for more clarity.
4. The Commission Board reviews the process and, if it approves, grants accreditation and issues certificates of accreditation in accord with policy approved by the Accredited Organizations. The Commission Board can send the IAAC recommendation back for reconsideration and, in unusual situations, may modify an IAAC recommendation.

### **Responsibilities in the Accreditation Process**

- At least three IAAC members will confer on each organization audit and accreditation recommendation.
- Receive and evaluate Review Team reports and recommendations and make recommendations with respect to the accreditation of Christian Science nursing organizations.
- Ask Review Teams for clarification and justification when necessary.
- Provide reasons for acceptance or rejection of Review Team recommendations.
- Forward the IAAC's accreditation recommendation to The Commission Board for final action.
- Refer complaints or appeals of accreditation decisions to The Commission Board.

## **Conflict of Interest**

Because of the significant impact of accreditation and accreditation decisions upon the welfare of Christian Science nursing organizations and the patients they serve, it is especially important that members of Review Teams, the IAAC, and The Commission Board be objective and display the highest degree of integrity. For this reason, these individuals must avoid both the fact and the appearance of conflict of interest, and must be alert to situations that might involve or give the appearance of bias.

All Review Team members, IAAC members, and Commission Board members and staff, or any other individual who acts on behalf of The Commission shall not have direct involvement with and/or participate in any decision-making capacity for an organization being reviewed if they have an actual or potential conflict of interest with that organization. An actual or potential conflict of interest may include, but is not limited to, the following:

- having a close, active personal association with an organization being considered for official action by The Commission;
- employment or service in any other capacity within the past two years by the organization that is under review;
- having served as a consultant during the past two years for the organization that is under review;
- having profited or appeared to profit within the past two years from service to the organization which is under review;
- having maintained close personal relationships or affiliations with the organization under review or with key personnel in the organization under review;
- having an immediate family member(s) who is (are) a current employee(s) or board member(s) at the organization under review; or
- having a financial interest in the governing organization under review, including having any immediate family member(s) with any of the above financial interests.