

## Utah Association of Medical Staff Services

<b>Policy/Procedure Name:</b> <b>Board Meeting Frequency and Standard Reports</b>	<b>Index:</b> <b>UAMSS-001</b>
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**Purpose:**

The Purpose of this policy is to provide continuity for the Utah Association of Medical Staff Services (UAMSS) Leadership.

**Procedure/Content:**

The UAMSS Board shall meet at least quarterly and hold an additional monthly meeting that may be either in person or electronic.

1. A recommendation for the Board Agenda to include, but not limited to:
  - a. Membership Update
  - b. Treasury Report
  - c. Website Update
  - d. Conference Update
  - e. Policy & Procedure Update
  - f. Committee Update
  - g. Other elements as deemed necessary and within the scope outlined within the bylaws.

<b>Policy Cross Reference:</b> UAMSS Bylaws	
<b>Revision and/or Replacement Date(s):</b> 11.17.2016; 4.16.2018; 1.12.2023	
<b>Original Approval Date:</b> 01.28.2015 by Rachel Smith, CPCS, 2015 UAMSS President	
<b>Approved by:</b>  Lydia Tedtaotao 2023 UAMSS President	<b>Date Approved:</b>  <div style="text-align: center; font-size: 1.2em;">1/12/2023</div>