



THE STATE MEDICAL ASSISTANCE AND SERVICES ADVISORY COUNCIL

RULES OF PROCEDURE

ARTICLE I – NAME

The name of this organization shall be THE STATE MEDICAL ASSISTANCE AND SERVICES ADVISORY COUNCIL established by Section 25.5-4-203, C.R.S. (2006).

ARTICLE II – OBJECT

The object of this organization shall be to improve and maintain the quality of the Medicaid Program by:

Contributing specialized knowledge and experience to be added to that available within the single State agency administering the program, the Department of Health Care Policy & Financing, and

Providing a two-way channel of communication with the individuals, organizations, and institutions in the community that, with the administrating Agency, provide and/or pay for medical care and services.

ARTICLE III – MEMBERSHIP

Section 1. Membership is determined by the Governor of the State of Colorado who appoints two doctors of medicine, one doctor of osteopathy, one dentist, one optometrist, one operator or owner of a licensed nursing home, one to represent licensed hospitals, one pharmacist, one professional nurse, one who has provided home health care services for three years, three members not directly associated with the area of medical services to represent the public; the remaining member may represent an area of medical services not specifically enumerated but shall not be limited thereto, Ex officio members of the Advisory Council shall be the administrative heads of the State Department of Health Care Policy & Financing and State Department of Public Health & Environment.

Section 2. If any member has two consecutive unexcused absences, it will be assumed that he wishes to terminate his membership, and the necessary procedures will be instituted to obtain a replacement.

Section 3. The Governor of the State of Colorado has the right to make any changes in the membership of this council regardless of the attendance record of the member involved.

Section 4. Appointments will be for two years, with a 2-term limit. Partial terms will count towards the 2-term limit

ARTICLE V – ELECTION

The chairman and vice-chairman shall be elected by the Council at its annual meeting.

ARTICLE VI – MEETINGS

Section 1. Regular meetings shall be held on a quarterly basis unless it is deemed not favorable because of a lack of quorum.

Section 2. Special meetings may be called by the chairman, or shall be called upon the request of two-thirds of the membership.

Section 3. A majority of the members shall constitute a quorum at any meeting of the organization.

Section 4. The regular June meeting shall be known as the annual meeting and shall be for the purpose of electing officers and for any other business that may arise.

ARTICLE VII – COMMITTEES

Section 1. The chairman shall appoint as many standing committees as necessary to carry on the work of the organization.

Section 2. Chairmen of committees and subcommittees must be members of the Council; however, the balance of membership of these committees may be composed of other than members of the Council. Chairmen who augment their committees with non-members will do so with the approval of the Chairman of the Council.

ARTICLE VIII – PARLIAMENTARY AUTHORITY

The rules contained in “Robert’s Rules of Order” shall govern this Council and to all cases to which they are applicable.

ARTICLE IX – AMENDMENT TO RULES OF PROCEDURE

These rules of procedure may be amended at any regular meeting of the Council by a two-thirds vote, provided written notice of the proposed revision has been given each member at least 10 days in advance.

Effective date of these Rules of Procedure will be January 1, 1972.
Rules amended January 24, 2007.