

### PURPOSE:

It is the policy of the Pennsylvania Trauma Systems Foundation (PTSF) to identify criteria for committees to meet in order to be formally recognized and supported by the board of directors.

### PROCEDURE:

*In order to request formal, board recognition, committees must . . .*

1. Develop a written charter that includes how the committee will both further and enhance the PTSF's mission and vision.
2. Provide a current membership roster that shows statewide membership from accredited trauma centers.
3. Show active committee involvement for *at least* one year.
4. Show evidence of an engaged Community on the PTSF website.
5. Provide evidence of a defined work plan, as well as goals achieved within the past 12-months.

NOTE: During this time of committee organization, PTSF will support the committee with conference call/WebEx capabilities.

*Once approved, board recognized committees will . . .*

1. Be added to the Bylaws.
2. Adhere to the guidelines outlined in BD-109 Committee Membership.

*Additional considerations . . .*

1. Compliance with this policy does not automatically guarantee board approval.
2. Board support of a committee can be revoked at any time.

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Approved by PTSF Board of Directors:

Original Date: 09/29/2017

Revise Date:

Review Date: 07/19/2018

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*Patrick M. Reilly, MD, FCCP, FACS, Board Chairman*