Public Policy Council Chair/Chair-elect Job Description

I. SUMMARY:

The Public Policy Council Chair reports to the AUA, Inc. Board of Directors. The Chair is responsible for helping to implement the AUA's mission to promote the highest standards of urological care through the formulation of health care policy. The AUA's national health policy agenda encompasses national and state legislation, government regulation, private and government reimbursement, patient advocacy, research advocacy, political fundraising (AUAPAC), and other areas of critical importance to front-line urology practitioners, academicians, research scientists, and patients with urologic conditions.

Chair. The Public Policy Council Chair is a compensated, voting member of the Public Policy Council (PPC), and serves on other committees as stipulated by the AUA. The Chair is appointed by the AUA Board of Directors for a compensated four-year non-renewal term (6/1/2028-5/31/2032).

Chair-elect. The Public Policy Council Chair-elect serves one year as a non-voting member (volunteer position) of the Public Policy Council (6/1/2027- 5/31/2028). The Chair-elect participates in all Public Policy Council meetings and PPC Executive Committee virtual for training purposes.

II. MAJOR RESPONSIBILITIES:

A. **Leadership**. Provides leadership to the AUA Public Policy Council and its committees, physician leadership for implementation of the AUA's public policy strategic plan and works closely with other physician and staff leaders to shape the policy positions and advocacy initiatives of the AUA.

B. **Governance**. In executing his/her responsibilities, the Public Policy Council Chair provides oversight of AUA's the Council, its committees, and related task forces and work groups in the development of AUA policy and advocacy positions, including and not limited to the following:

1. Federal Advocacy Committee
2. State Advocacy Committee
3. Research Advocacy Committee
4. Payment Policy & Reimbursement Committee
5. Urology Technology and Telehealth Committee
6. Regulatory Workgroup
7. Payment Policy Workgroup
8. Coalition for Urologic Patients
9. AUAPAC (serves as Vice-Chair/Secretary)

The Chair also leads the PPC Executive Committee and engages with other AUA councils and committees and serves as a non-voting member of the Science & Quality Council and Public Media Committee.

C. **Liaison Activities.** Representing the AUA at key meetings with Congressional representatives and staff, regulatory agencies including U.S. Department of Health and Human Services and its sub-

agencies, government officials, third party insurers, the American Medical Association (AMA)and AMA RUC & CPT meetings, American College of Surgeons, Alliance of Specialty Medicine, and other coalitions.

D. **AUA Summit.** Serving as Chair of the Annual Urology Advocacy Summit Planning Advisory Committee.

E. **AUAPAC.** Serving as Vice-Chair/Secretary on AUAPAC Board of Directors.

F. **Articles.** The Chair is responsible for working with Public Policy and Advocacy staff in the development of AUA*News* articles on policy issues and events and to create other AUA content and communications as requested.

SPECIFICATIONS:
The AUA encourages diversity among the nominees for Council Chairs [e.g., racial, ethnic, gender and practice type, geographic, practice setting].

A. Qualifications

1. Must be an Active AUA Member at the time of assumption of the position.
2. Must hold an active and unencumbered license to practice medicine in the United States at the time of application and at all times during the term of service.
3. Demonstrated interest in and history of involvement with health and public policy issues in urology in the Section or at the national, local, state or regional level.
4. Extensive knowledge of health policy issues, including payment and reimbursement, legislative and regulatory processes and issues, and other related areas.
5. Willingness and proven experience raising money, with experience in political fundraising preferred.

B. Behavior Traits/Skills

1. Must adhere to the highest professional and ethical standards.
2. Exceptional leadership qualities:
    i. Personal attributes associated with leadership (credibility, integrity, judgment, ability to command respect, flexibility and adaptability, highly organized, decision-maker).
    ii. Ability to drive alignment and consensus among stakeholders with opposing views.
    iii. Energetic and creative self-starter who seeks novel approaches.
    iv. Utilizes long-term vision to evaluate important short-term projects.
    v. Communicates effectively by presenting information persuasively, clearly and succinctly.
3. Outstanding diplomacy and superior negotiation skills.
4. Dynamic public speaker.
5. Responsive by email with ability to organize and work in an effective and collaborative manner.
6. Must regularly edit/review correspondence, articles and reports.
7. Effective spokesperson for AUA's mission and agenda to a wide variety of internal (e.g., AUA members, AUA staff) and external stakeholders (e.g., CMS, Congress, third party payers).

8. Willingness to be available on short notice to consult on issues of vital importance to urology that often require an immediate response.

III. KEY AUA CONTACT:

The main contact for the duration of the Chair's term is the Director, Public Policy and Advocacy, Joshua Webster (Email: JWebster@auanet.org).

Public Policy Chair/Chair-elect Time Commitment

Term
The Chair-elect serves one year (6/1/2027-5/31/2028) followed by a four-year term as Public Policy Council Chair (6/1/2028-5/31/2032).

Schedule
The Chair must devote sufficient time to be effective. The Chair is expected to fulfill commitments within agreed-upon deadlines including timely responses to frequent communications from Council and committee members and AUA staff.

The Chair is expected to commit a minimum of 10 hours per week, which includes a one-hour call per month with the Director, Public Policy and Advocacy and periodic calls with the AUA CEO and the AUA Treasurer, quarterly calls with the Public Policy Council Executive Committee, periodic calls with other committees and work groups, and meetings with staff as needed. Prompt communication and response to correspondence is critical. Must be willing to be available on short notice to consult on issues of vital importance to urology that often require an immediate response. An email reply is generally expected within 24-48 hours.

Travel Calendar
The Chair-elect travels approximately ***8 days/nights away from practice (including weekends)***. The Chair travels approximately ***13 days/nights away from practice annually (including weekends)***. A sample travel schedule is listed below. Specific travel is subject to change and will be provided at the Orientation.

MONTH	**MEETING**	**TRAVEL (Nights Away)**	
		Chair-elect (1-year position)	**Public Policy Chair** (4-year position)
March	Annual Urology Advocacy Summit	5	5
October	AUA - Fall Board Meeting at AUAHQ	0	1
July/August	AUA Health Policy Weekend	2	2
Throughout the year	Lawmaker meetings, onboarding/offboarding, or planning meetings with staff	1	5
	TOTAL	**8 Nights Away**	**13 Nights Away**

Public Policy Council Chair/Chair-elect Compliance

Both the Chair and Chair-elect must maintain and promote high ethical standards including good-faith committee decision-making. While the Chair/Chair-elect hold other positions outside of the AUA, they are expected to make decisions in the best interests of the AUA when acting within the scope of their role, without regard to conflicting personal or professional interests. The Chair and Chair-elect are expected to adhere to the AUA's Conflict of Interest policies and procedures that include:

1. Compliance with AUA's Bylaws, Conflicts of Interest Policy, Code of Ethics and other applicable policies.
2. Maintaining confidentiality of private information of the organization, staff, clients, and other committee members.
3. Agreeing to uphold AUA's tradition and strict policy of maintaining a professional and respectful environment by signing a civility statement.

Permitted Activities

The following activities are permitted provided they are appropriately disclosed and reviewed:

1. Current (as of commencement of Chair service) investments in Pharma stocks.
2. Institutional based or multi center Pharma research.
3. Private ownership as an individual or part of a group in ancillary services.
4. Concurrent service as an officer or board member of an AUA Section, Subspecialty Society or Affiliated society (provided the Board has not deemed the relationship to be a substantial conflict to the AUA and the member has sufficient time to effectively serve on both).
5. May accept limited Visiting professorship and Scientific meeting invitations as an expert in the field (not representing the AUA).

Restricted Activities

The following activities are restricted for the Chair:

AUA Conflicts of Interest Policy: Level 1 Compliance

Prior to the beginning of their term, the Public Policy Chair must adhere to *AUA's Principles, Policies and Procedures for Managing Conflicts of Interest* policy by divesting of significant relationships, with the pharmaceutical and device industries including:

- Any governance role with a Pharma or Medical Device company.
- Any role as consultant or advisor to Pharma or Device company.
- Any role as paid lecturer or paid attendee at a Pharma or Device Company event.

Additionally, Level 1 Council Chairs are not allowed to serve as expert witnesses (for either plaintiff or defendant) in medical liability cases. This applies to new cases (after term of service of board commences) and does not apply to providing medical testimony for a member's own patients.

AUA Committees/Councils Participation

The AUA Public Policy Council serves as the oversight body responsible for approving recommendations made from Public Policy Committees. The Public Policy Council Chair/Chair-elect are required to step down from service on AUA Councils/Committees at the beginning of their term.

Expert Witness Participation

Level 1 Council Chairs are not allowed to serve as expert witnesses (for either plaintiff or defendant) in medical liability cases. This applies to new cases (after term of service of board commences) and does not apply to providing medical testimony for a member's own patients.

AUA Awards

In an effort to reduce perceived conflicts, all physician consultants are excluded from consideration for an AUA Award during their term of service. This applies to awards nominations during the Public Policy Chair-

elect and Public Policy Chair term. The Public Policy Council Chair will be eligible again to receive an award nomination once his or her term as a physician consultant has concluded.

Same Institution Eligibility Restrictions

The Public Policy Council Chair and AUA Treasurer may not work at the same institution. Same institution is defined as the same physical location and/or same reporting structure. The AUA Board is the arbiter of any disputes regarding the “same institution” definition.