

CPI Governance Guidelines

2014

What is CPI 2014

The Clinical Prevention Initiative (CPI) is a partnership between the New Mexico Medical Society (NMMS), New Mexico Department of Health (NMDOH), and University of New Mexico Preventive Medicine Residency (UNMPMR). Its mission is to maximize the effectiveness and reach of high priority, major (USPSTF) evidence-based clinical preventive services delivered by New Mexico health care professionals, practices and health care systems. The mission includes addressing health disparities among New Mexico's diverse populations.

Governance

The Clinical Prevention Initiative will be governed by an Executive Committee with the following membership: NMMS Co-Chair appointed annually by the NMMS President, NMMS President or designate; NMDOH Co-Chair appointed annually by the NMDOH Secretary, NMDOH State Epidemiologist; and UNMPMR Director and designate. The Executive Committee will meet at least quarterly in person or by telephone conference.

Governance Guidelines

Procedures

1. Executive Committee voting decisions require a simple majority.
2. Any and all potential funding (grants, contracts, donations) will be reviewed and approved by the Executive Committee prior to acceptance by CPI.
3. All activities and actions of CPI not explicitly covered by grant or contract scope of work shall be reviewed and approved by the Executive Committee.
4. All materials, recommendations, and letters of support will reviewed and approved by the Executive Committee.
5. The Executive Committee may set policy for CPI as need arises. All policies approved by the Executive Committee shall be numbered, dated and organized into a policy guide.
6. All UNMPMR proposed resident CPI projects will be reviewed and approved by the Executive Committee.

Functions

1. NMMS is responsible for CPI general office support, grant, contract and financial management. NMMS supervisory and operational staffing will depend upon funding.
2. NMMS will provide support for Executive Committee meetings and activities.
3. A report of progress on all Executive Committee approved grant, contract and other work shall be made at each regular Executive Committee meeting.
4. UNMPMR may provide resident support on a sub-contract basis.