**HEALTHCARE ADMINISTRATION PROFESSIONAL ADVISORY GROUP (HAPAG) VOTING MEMBERSHIP APPLICANT INFORMATIONAL DOCUMENT**

**Overview**

HAPAG provides advice to the Office of the Surgeon General through the Health Services Professional Advisory Committee (HS-PAC) and the Health Services Chief Professional Officer on professional and personnel issues related to healthcare administration. Selections are based on the nominee's commitment to public health activities and specified criteria in the HAPAG Bylaws.

**Criterion**

* Leadership Traits
* Healthcare / Public Health Experience
* Experience Working in Teams
* Involvement in Agency, Community, and PHS Activities
* Involvement in HAPAG/HS-PAC Activities

**2017 Process**

* Submit a completed application package by **COB June 30, 2016**
Each candidate will present a 2-3 minutes oral presentation in August 2016
* Applications will be scored and ranked accordingly
* HAPAG Chair will announce new voting members at HAPAG General Meeting in September

**Application Requirements**

* 2017 HAPAG Self-Nomination Form
* Cover Letter
* Current CV Summary Sheet
* Current CV (must be in the current HS Category-specific format)
* Current Basic Readiness Screenshot from Direct Access

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| Projected Basic Readiness Screenshot from Direct Access |

**Expectations of Voting Members**

* HAPAG voting members are expected to attend all scheduled meetings/teleconferences per year
* Individuals selected as HAPAG Voting Members are responsible for actively participating, at a minimum, in one of the subcommittees or serve on the HAPAG Executive Committee
* Respond to requests from HAPAG Subcommittee chairs and the HAPAG Executive Committee
* Provide leadership and comments on pending changes to the Commissioned Corps and other HAPAG priorities as needed