

CLA Policy and Procedures

Policy Title:	Component Local Association Delegates to the CHIA House of Delegates
Policy Number:	225
Approved By:	CHIA Board of Directors
Approved Date:	May 9, 2019
Revised Date(s):	

In accordance with CHIA Bylaws Article VII, 7.1 Purpose and 7.5 Apportionment:

PURPOSE

The CHIA House of Delegates shall exist to govern the profession of health information management (HIM) in California by providing a forum for membership and professional issues and to establish and maintain professional standards of the membership. The House of Delegates advises the Board of Directors on matters of importance to the CHIA members and Delegates of CHIA and to the health information management community at large. Core roles of the House of Delegates will include, but not be limited to, adoption and maintenance of standards governing the health information management professional and developing position statements and other professional papers. The House of Delegates also makes recommendations to the Board of Directors on policy and strategic direction for CHIA.

APPORTIONMENT

The CHIA House of Delegates is represented by 40 CLA elected or appointed delegates, alternate delegates, plus the seven elected CHIA board members. The apportionment for each CLA of the 40 CLA representatives in the House of Delegates will be equal to the CLA's percentage of the total active and student membership of CHIA. There shall be at least one representative from each CLA regardless of the percentage calculation and its rounding. The total number of CLA representatives in the House of Delegates may exceed 40 at times due to rounding.

Role of CLA Delegate to the CHIA House of Delegates

- ✓ The role of CLA delegate is to serve as an important communications link between the members and CHIA. The delegate brings forth issues and votes to represent their constituents on issues relevant to the health information management (HIM) profession.

- ✓ This is done by performing the following activities:
 - Advocates for the profession, the members, and the Association.
 - Communicates and provides feedback on House activities and professional issues with the CLA leaders and membership.
 - Participates in discussions regarding House activities throughout the year.
 - As outlined in the CHIA Bylaws:
 - ✓ Approve CHIA Bylaw amendments and amend the Articles of Incorporation as provided herein.
 - ✓ Vote on a merger or dissolution of CHIA and therefore vote on the disposition of all or part of the assets of CHIA.
 - ✓ Advise the Board of Directors on the development and modification of Association plans.
 - ✓ Approve resolutions.
 - Conducts environmental scanning.
 - Contributes or recommends action on issues affecting the HIM profession.
 - Votes on important matters pertaining to the House.
 - Seeks feedback and informs the membership on CHIA and House activities.
 - Provides input on gaps in CHIA programs and services and areas of HIM research and innovation.
 - Participates in meetings:
 - ✓ CLA and/or local meetings and Board meetings.
 - ✓ CLA Leadership Forums.
 - ✓ Facilitates the voice of the member.