

**JOB DESCRIPTION
FOR MEMBERS OF THE
SOUTHEASTERN KIDNEY COUNCIL MEDICAL REVIEW BOARD**

- PURPOSE:** To serve the Medical Review Board (MRB) and the Southeastern Kidney Council as a voting member; to develop programs for the evaluation of the quality and appropriateness of care delivered to ESRD patients in Network 6.
-
- TERM:** Two years. Members serve for two years with a maximum of three consecutive terms. After serving a third consecutive term, member must rotate off the MRB for at least one year before being eligible for re-election.
-
- EXPECTED MEETING ATTENDANCE:**
- Regularly attend meetings as scheduled (3 per year).
 - Participate as an ad hoc committee member if appointed.
 - Attend and participate in special events or meetings as needed.
-
- OBLIGATIONS OF THE BOARD:**
- Direct and administer all Network activities related to CMS's Health Care Quality Improvement Program (HCQIP).
 - Recommend disciplinary actions, up to and including alternative sanctions, to the Board of Directors on any ESRD Medicare-certified provider found to be out of compliance with Network goals based on analysis of data or other documentation.
 - Direct and administer any special studies as defined by CMS or the Board of Directors.
-
- SPECIFIC DUTIES:**
- Attend meetings and show commitment to Southeastern Kidney Council activities.
 - Be well-informed on issues and agenda items in advance of meetings.
 - Contribute skills, knowledge and experience when appropriate.
 - Listen respectfully to other points of view.
 - Represent the Southeastern Kidney Council to the public and private industry.
 - Educate yourself about the requirements of the contract with the Centers for Medicare & Medicaid Services.
 - Refrain from participating in any review of services of any ESRD facility in which you have a financial interest (direct or indirect) or any professional involvement.