

This reference document is meant to offer responses to frequently asked questions regarding HOPA's Board of Directors nominations process and election procedure.

Who can run for HOPA's Board of Directors?

Apart from current members of the Nominations Subcommittee, Full Members and Technician Members in good standing are eligible to run for a board position.

Who can and cannot nominate an individual for a Board position?

Only Full Members and Technician Members are eligible to nominate a fellow Full/Technician Member for a Board position. Current members of the Board and Nominations Subcommittee are not able to nominate an individual for a Board position during their term. Eligible individuals are able to self-nominate.

Can members working in Industry run for a board position?

The HOPA President, and therefore President-Elect, cannot work for ACPE ineligible ** companies. Outside of these positions, there are no other restrictions for individuals working in Industry who are interested in running for a Board position. HOPA recommends checking with your employer prior to running as some employers may have policies or other restrictions, which may limit the ability to run for a Board position.

Do candidates need official employer/supervisor/representative support?

HOPA requires that you submit the approved *Employer Support Letter* from your employer, supervisor or other relevant representative, to indicate that they support your candidacy for the HOPA Board of Directors.

Are nominations confidential?

HOPA can disclose your name if you nominate an individual for a position unless otherwise indicated. On the nomination form, individuals can select the option to remain confidential. In this case, your name will not be shared with the nominee or the Nominations Subcommittee. Nominators may be contacted in the event that staff require additional information about how to contact the nominee.

When does a nominee need to inform HOPA of any changes to employment or conflict of interest (COI)?

HOPA should be notified of any changes to a nominee or candidate's COI as soon as possible, but no later than 7 days following changes in accordance to agreement section within the application form.

Current members can access the COI and Disclosure portal through this link:

<https://www.abstractscorecard.com/cfp/submit/loginSSO.asp?EventKey=WTPAIAT>

If there are two open positions for At-Large Member how are those individuals selected through the voting process?

At least two candidates will be identified to each open slot (up to four individuals if there are two openings) and the two individuals with the highest number of votes will be elected to the position(s).

Who can vote?

Full Members and Technician Members are eligible to vote. At this time Associate, Resident/Fellow, and Student Members are not eligible to vote.

*** ACPE ineligible companies include: Advertising, marketing, or communication firms whose clients are ineligible companies; Bio-medical startups that have begun a governmental regulatory approval process; Compounding pharmacies that manufacture proprietary compounds; Device manufacturers or distributors; Diagnostic labs that sell proprietary products; Growers, distributors, manufacturers or sellers of medical foods and dietary supplements; Manufacturers of health-related wearable products; Pharmaceutical companies or distributors; Pharmacy benefit managers; Reagent manufacturers or sellers.*