



ACHDNC
*Secretary's Advisory Committee
on Heritable Disorders in
Newborns and Children*

Call for Nominations of Organizational Representatives

HRSA is seeking nominations from organizations to send a representative to be a liaison to the Advisory Committee on Heritable Disorders in Newborns and Children (Committee). Selections will be based on a review of the organization's subject area of expertise, mission, relevancy, and benefit provided relative to the Committee's purpose. The organizational representatives are non-voting liaisons. HRSA is seeking nominations of qualified organizations to fill up to three positions.

Nomination materials must be received by Thursday, January 17, 2019.

Background

The Committee may invite up to 15 organizations to designate individuals to serve as non-voting liaisons. Organizations should demonstrate wide-ranging newborn screening and heritable disorders interests. In addition, the organization's work should inform the activities of the Committee. Eligible organizations must represent national public health constituencies, medical professional societies, or organizations with large, broad constituencies and broad interest or involvement in newborn screening. Organizations which represent narrow interests (e.g., interest in a single disease or treatment) or smaller constituencies are not eligible. Organizational representatives attend Committee meetings to provide relevant expertise and perspectives to Committee members during their deliberations and discussions, but they do not vote and are not considered official members of the Committee.

Organizations are eligible to send a representative as long as the organization's subject area of expertise and mission is relevant to the Committee's purpose, objective, scope of activities and duties, and as long as the organization actively participates on Committee activities. Every three years, the Chair and HRSA will re-assess the organization's mission, relevancy, and benefit as it relates to the Committee's purpose, objective, scope of activities, and duties. Every three years current organizations will be asked to reaffirm their commitment to send an organizational representative.

Submitting a Nomination

Submit all required information electronically as email attachments to Catharine Riley, PhD, MPH, criley@hrsa.gov, by Thursday, January 17, 2019.

Applications must contain a cover letter and statement.

- The cover letter should include:
 - organization name and mission statement;
 - contact information for the designated representative, including point of contact name, address, email, telephone number; and website of the organization.



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- The statement should include:
 - perspective and expertise provided by the organization and its relevance to the Committee;
 - a description of how the Committee's work affects and impacts the organization and its constituency;
 - a list of organizational projects, programs, and products that are of relevance to the Committee's work;
 - an affirmation of the organization's commitment to identify a representative with expertise who can attend Committee meetings in person and provide input to the Committee, at the discretion of the Chairperson;
 - an affirmation of the organization's commitment to financially support (e.g., cover travel expenses) a representative to attend committee meetings held in Rockville, MD;
 - an affirmation of the organization's commitment to ensure active contribution to and dissemination of Committee activities and recommendations to its constituencies;
 - affirmation the designated representative is able to serve as the liaison;
 - and an affirmation that the organization has no conflict of interest that would preclude informing the Committee in a fair and balanced manner.
 - If there are potential conflicts of interest, please detail the information concerning any possible conflicts of interest relative to both the organization and the proposed organizational representative (e.g., current or anticipated employment, consultancies, research grants, or contracts), as well as how the organization proposes to address the potential conflict.

Selection

The selection of eligible organizations is based on a review of the organization's subject area of expertise, mission, relevancy, and benefit as it relates to the Committee's purpose. The Committee Chair and HRSA will make final selection of organizational representatives.

More Information

The Federal Register Notice can be found at <https://www.govinfo.gov/content/pkg/FR-2018-12-20/pdf/2018-27518.pdf>.

The Committee Charter, legislation, and list of current voting membership may be obtained by accessing the Committee Website at <http://www.hrsa.gov/advisory-committees/heritable-disorders>.

For other questions, please contact the Designated Federal Official (DFO) Catharine Riley, Ph.D., MPH, at criley@hrsa.gov or 301-443-1291.