HUG Governance

Michel van der Heijden, GS1 Global Office
HUG Conference, Paris, September 2006

The global language of business
Why now a Governance?

- After one year of existence the global Healthcare User Group (GS1 HUG™) needs a clear structure for membership and decisions

- Leadership Team (LT) was composed of voluntary and engaged members of the healthcare industry

- Co-Chairs represent HUG with Regulatory Bodies and in other discussions
The new HUG Governance

- Developed in intensive discussions in Leadership Team – special thanks to Tom Werthwine from J&J for all his input and research

- Different possibilities were explored – this is the suggestion – we look for your input today

- Governance will be put in place after Paris Conference
HUG Organisation

• Two Co-Chairs

• Leadership Team of up to 12 members plus 3 GS1 representatives (without voting rights) and Group Manager Healthcare

• Work Teams (WT) co-chaired by two Work Team Leaders – number as appropriate

• Full and associated members
Full Members

- HUG Members must be a member company of a GS1 Member Organization (MO)
- Members can be manufacturers, wholesalers, distributors, GPO’s, hospitals and pharmacies
- Voting members of the HUG contribute to the HUG activities and basic operational costs with an annual fee of €3,500 - change only possible by HUG Leadership Team according to the annual work plan
Voting Membership Advantage

- Voting in development of Global Standards
- Password protected access to all documents
- Possible candidate for Leadership Team and Co-Chair position
- Reduced fee for HUG conferences
Voting

- One vote per user organisation
- Plenary decisions by simple majority, quorum of 50% necessary
- GS1 has no voting rights
Non Voting Member

- Organizations with a keen interest in standards development and patient safety
- Can participate in Work Teams
- Limited access to documentation and work results
- No voting rights
Technology and Solution Providers

- Can attend HUG conference on approval of Leadership Team, as observers
- Can participate and provide technical input on invitation of responsible Work Team Leaders
- No voting rights
Leadership Team (LT)

- Minimum of seven (7) members and a maximum of twelve (12) members
- Membership should be geographically balanced
- 3 GS1 MOs as non-voting members possible
- Must be able to act as their organisations representative in key decisions
- Decision making through consensus, 50% quorum necessary
- One year term - renewable
Leadership Team - Tasks

• Elect two Co-Chairs
• Develop and maintain the overall HUG strategy
• Manage finance, conference/meeting planning, public relations, membership and policy
• Ensure geographic and supply chain stakeholder balance
• Create Work Teams to respond to or drive specific initiatives
• Represent HUG membership to external groups and organizations - GS1 representatives shall be engaged
• Ensure that Work Teams are adequately resourced
• Appoint Work Team Leaders and review progress of the Work Teams on a regular basis. Ensures that there is alignment between the Work Teams
• Participation in the Global Standard Management Process (GSMP) process
Co-Chairs

• Balanced geographical and healthcare sector representation

• Term of two years – maximum two terms

• Drive decision making through consensus with Leadership Team
Co-Chairs - Tasks

• Convene meetings and conferences
• Approve agendas proposed by the GS1 Group Manager Healthcare.
• Disseminate and monitor communications with membership
• Assign duties to advance the work of the group
• Report to the GS1 Management Board
Work Teams (WT)

- Propose global standards
- Focus on specific business issues
- Working language is English
- Champions proposed standards through the Global Standard Management Process (GSMP)
Work Teams - Leadership

• Work Teams are co-chaired

• Responsible for the progress of the team according to the scope and deliverables

• Responsible for all administration of their team

• Supported by staff from GS1
GS1 Group Manager Healthcare

- Facilitation of the HUG’s decisions
- General Communication
- Reporting to GS1 Global Office (GO) Management
- Ensuring that HUG Leadership Team has sufficient support from GS1 staff
- Driving GS1 alignment with HUG goals and objectives
HUG Conferences

- Three per year with geographic diversity
- Speakers participate free of charge with no remuneration
- Fees applicable for meeting attendance
- Reduced fee for HUG voting members
- Regulatory Bodies, Hospitals and GS1 staff participate free of charge
• HUG members develop and Leadership Team reviews and approves
  ➢ Specific responses regarding public policy
  ➢ Position papers
  ➢ Press releases

• HUG Communication & Coordination Team is responsible for all other marketing material in cooperation with GS1 marketing
Questions???

Please direct those to the HUG Leadership Team