



POLICY & PROCEDURES

POLICY NUMBER: 5002
POLICY TITLE: CAHIP Awards Review
CLASSIFICATION: Awards

DATE(S) AMENDED/APPROVED: August 17, 2015, June 21, 2022, March 12, 2025
NEXT REVIEW DATE: 2028

PURPOSE:

POLICY:

All CAHIP awards & award criteria shall be reviewed by Ad Hoc Awards Committee every 3 years

PROCEDURES:

- The CAHIP Ad Hoc Awards Committee shall be composed of the Ad Hoc Awards Committee Chair, the current President, Immediate Past President and President-Elect.
- The CAHIP Awards Committee will distribute the various awards to the (CAHIP Vice Presidents or Chairs the committees to which they pertain for a review of the awards' scope, purpose and criteria, to ensure that these meet current health insurance industry circumstances and contribute to assisting CAHIP to achieve its mission.
- Each committee will have 60 days to review the awards and make recommendations for changes, additions, and updates to the existing awards and recommendations for new awards. After 60 days they will report these recommendations to the Awards Committee.
- After the Awards Committee has received the recommendations from all the committees, they will review these changes and make their final revisions and present them to the CAHIP Governance Committee for review. The Governance Committee will present approved recommendations to the CAHIP Board for approval.
- Rewards are not required to be reviewed in the same year. The Committee may establish a rotating three-year schedule for awards review. However, each award shall be reviewed at least every three years.
- If recommended changes are unable to be implemented in the current award year, any approved awards changes will take effect the following award year.

FINANCIAL IMPACT:

None