Health Service Board Education Policy
Plan for FY 2016-2019

Terms of Reference:

Governance Policies and Terms of Reference of the Health Service Board, revised April 2015, Board Education Policy, Pages 31 – 42, Section: Education Plan, Items 12 and 13, require an Education Plan for the Health Service Board. The following is designed to respond to the Terms of Reference requirement for a Health Service Board Education Plan for the period of 2016-2019.

To accomplish the Board Education Goals outlined below, the Health Service Board will annually request budget support from the Board of Supervisors for Board Education Funds through the HSS Budget.

New Board members will receive an updated orientation as outlined in the goals below, which continuing Board members will also access via electronic links.

An annual progress report on the Education Plan accomplishments will be prepared by the Board Secretary.

The Health Service Board Education Goals shall include and not be limited to:

❖ Understand and practice the tenets and principles of a fiduciary as a member of the Health Service Board.

❖ Be knowledgeable about the trends and cost drivers of health coverage and their influence on access, quality, affordability, underwriting, reserves funding policy, stop/loss determination and premium rate setting.

❖ Be aware of changing health delivery and insurance systems and their potential impact on HSS members.

❖ Explore structures and alternatives in health benefits provider options and health benefit designs.

❖ Access pharmaceutical pricing practices and cost trends to determine their impact on HSS members.

❖ Gain an improved understanding of claims data analysis and claims auditing and its role in determining benefit premium rates.

❖ Enhance the working knowledge of HSS benefits and provisions of Evidence of Coverage (EOCs).

- ❖ Be informed about:
    - o Health Service Board Policies and Terms of Reference
    - o San Francisco Charter provisions
    - o Financial reports/policies
    - o Legislative and regulatory changes affecting HSS member benefits
    - o Rate calculations
    - o Role of actuary

The Health Service Board Educational Methods

Board education can and will occur through a variety of blended learning methodologies which will include but not be limited to:

- ❖ Providing New Board Member Orientation (see Board Education Policy, pages 33-35 of Governance Policies and Terms of Reference under "Orientation Program.")

- ❖ Providing at least five (5) Health Service Board meeting educational sessions.

- ❖ Promoting Health Service Board member attendance to conferences, workshops and forums provided by a variety of external consultant and organization vendors.

- ❖ Assuring Health Service Board members are provided with membership in the International Foundation of Employee Benefit Plans (IFEBP).

    - ▪ The IFEBP web home page has a Trustee Resources Tab. HSB members can also attend IFEBP annual conferences with content for Trustees.

    - ▪ Promoting Board member participation in IFEBP online (webinars at no cost) through ACA University - a Virtual Learning Center.

- ❖ Encouraging HSB members to participate in the San Francisco-based annual meeting of the Integrated Benefits Institute.

- ❖ Other Learning Resources:
    - ▪ The California Health Care Foundation publishes updates on HealthCare in California at: http://www.chcf.org/
    - ▪ America's Health Insurance Plans has a daily briefing sign-up at: https://www.ahip.org/index.aspx
    - ▪ Kaiser Family Foundation a daily policy update at: http://kff.org/
    - ▪ Health Service Board Governance Policies and Terms of Reference
    - ▪ Charter Provisions

Annual Reporting

- Reporting period: Calendar year beginning January 2017

- No minimum standard (track participation for 1-2 years and re-evaluate, if necessary)

- Quarterly submissions: Send all submissions to Board Secretary

- Quarterly reminders: Board Secretary will send quarterly reminders to members

- Date of final annual report to Board Secretary: December 31 annually (end of reporting period)

- Board Secretary to provide written report to Board in February following deadline