

ALNCCB®

AMERICAN LEGAL NURSE CONSULTANT
CERTIFICATION BOARD

ALNCCB Public Member Role Description

The mission of the ALNCCB certification program is to promote expertise and professionalism in legal nurse consulting by recognizing practitioners who have met defined qualifications and demonstrated knowledge through a certification examination in the specialty. A key component of this effort is fulfilled by the public member of the Board of Directors. Unlike ALNCCB/AALNC volunteers, who receive both tangible and professional benefits from serving the organizations, the ALNCCB Public Member is serving as a “non-professional volunteer.” The person who serves in this role is vital to ensuring the public interest in the ALNCCB exam and activities, but the benefit back is one of prestige and sense of volunteerism. The Public Member does receive full travel reimbursement but there is currently no additional monetary compensation.

Time Commitment/Requirements

The Public Member is expected to attend all board of directors’ meetings and participate as a voting member. There are two in-person meetings per year, one board meeting per month via teleconference (zoom) , and board assigned tasks (such as reviewing documents) and committee work as assigned. The Public Member typically serves on ALNCCB’s Appeals committees. Below is a rough estimate of time commitment throughout the year:

- Monthly board meeting - via Teleconference (Zoom) (approximately one and a half hours)
- AALNC Annual Forum - joint Board meeting with AALNC Board (March/April Annually)
- Fall ALNCCB Board Meeting – in-person meeting/or virtual (one-two days)
- Committee/Project work- via email/conference calls (approximately one-two hours per month)

Selection of Public Member

1. Identifying qualified public members:
 - a. Not in legal nurse consultant profession
 - i. Not a healthcare provider
 - ii. Consider not even related to healthcare
 - b. No relatives who serve on ALNCCB or AALNC Board of Directors
 - c. No vested interest in ALNCCB or AALNC
 - d. Champion healthcare for consumer
 - e. Interest in public protection
 - f. Advocacy experience
 - g. Prior board/volunteer experience preferred
2. Possible candidate
 - a. Beneficiaries of organization services
 - b. Consumer organizations/civic groups

Related ALNCCB Policy

3.7 The Public Member will represent the public by continually assessing and prompting a certification climate that is responsive to the needs to the public. The public member will attend all board meeting, be assigned to at least one committee and have voting rights. The Public Director shall not be a nurse or associate and, therefore, shall not be eligible for certification, shall not be married to any person eligible to be certified by ALNCCB and shall not employ or be employed by any person eligible to be certified by ALNCCB. The Public Member shall represent the interests of consumers and shall protect the interests of the public at large.

The public member is to help the ALNCCB assure that the Legal Nurse Consultant Certified (LNCC®) program is accountable to the public. The public member is a voting Board member who may participate in all the work of the Board except that specific to the content of the certification examination. As a voting Board member, the public member will be provided with complete meeting materials and other relevant information and will be expected to participate actively in all Board meetings and conference calls.

Term

The public member serves a three-year term which commences January 1 and ends December 31. The public member may be reappointed but may not serve more than two consecutive terms. The public member may be replaced should the majority of the voting ALNCCB members decide that it would be in the best interests of the Board to do so.

Qualifications

The ALNCCB assures genuine public input into certification policies and decisions. The public member should provide an unbiased consumer perspective. For that reason, the ALNCCB requires public members (1) who are not, and have not ever been nurses or other healthcare professionals; (2) who are not current or past employees of the certifying organization or the related specialty membership organization; (3) any vendor; or (4) non-nursing professionals who work closely with nurses in the ensuring specialty environment. Public members who are otherwise qualified and have previously served as public members of the same or other Boards are eligible to serve the same or other Boards subject to the Board's own by-laws.

Conflicts of Interest

No person having a conflict of interest, significant potential for conflict of interests, or appearance of conflict of interest may be appointed to the Boards. Each applicant is required to provide disclosure information.

Selection procedure

Approximately one year prior to a vacancy in the public member position, the Board will identify any particular needs and assignments will be made in order to identify potential candidates. Staff will obtain biographical data and information about potential candidates' interest in the position. The Chair will present a recommendation for Board action at the fall meeting or via email.