

# ACC Committee Nominations Application Guide and Troubleshooting Tips

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# Step-by-Step Guide to Applying



## Step-by-Step Guide to a Submitting a Committee Application

Before applying or nominating an ACC member please review the following details:

- **You cannot apply for a committee directly from acc.org.** The Nominations Portal is housed on a secondary system; however, we utilize the same username/password associated with your acc.org account.
- Google Chrome works best when using the system. We, therefore, encourage members to use Google Chrome as the web browser when utilizing the portal.
- The system does not support document uploads. The content of your application must be directly pasted/typed into all text boxes provided. This includes the Digital CV and Statement of Reference's.
- All required text boxes (signified by \*) require a **50-character minimum**. The system will not allow application advancement if the character requirement is not met.

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To self-apply for committee participation, please follow the step-by-step guide.

1. **Check your ACC membership.** To access the Nominations Portal, you must be a current ACC member, in good standing with the college. For questions related to your membership, please contact Member Care, Monday through Friday from 9 a.m. to 5 p.m. ET at 800-253-4636, ext. 5603. or email [membercare@acc.org](mailto:membercare@acc.org).
2. **Log into the Nominations Portal.** Visit <https://nominations.acc.org> and log-in with your acc.org username and password.
  - To create a free acc.org account please [click here](#).
  - If you have forgotten your log-in information please [click here](#).
3. **Start an application.** Once you have successfully logged in to the portal click the green 'Start Application' button. Please note this button will change to 'Edit Application' if you have already begun an application or 'Review Application' if you have already submitted during the open application season. You can only submit one application during the submission window. For changes to applications already submitted, please contact [committees@acc.org](mailto:committees@acc.org) to revert your application for edits.
4. **Browse committee with open positions.** Browse the list of committees with open positions and click the '+' button to add a committee to your application. You may select up to three committees for your application. Please note, only committees that have open positions are listed. This list will vary each year depending on which committees have open positions to fill.

If this is your time applying to ACC committees, we highly recommend browsing committees and bookmarking those that are of interest to you before adding them to your application. Be sure to review the committee details, including roles and responsibilities, competencies, and composition for specific details about the committee structure before applying.

If you have been nominated to a committee by a colleague and you would like to be considered, you must add that committee to your application. A nomination does not automatically qualify you as an applicant to that committee.

5. **Order committees by preference.** Once you have selected your desired committee(s) drag and drop to reorder the committees in order of preference. You should use this field to indicate your preference for committee participation, with #1 indicating highest interest. If you are serious about joining a committee, it should rank as #1 on your application.

6. **Provide a Statement of Interest.** All applications for committee participation require a self-submitted Statement of Interest to support your application. This very important personal declaration highlights your qualifications and competencies specific to the committee/section to which you are applying. You should provide an individual statements for each committee (this is preferred by the Nominating Committee); however, you can also supply one general statement across all committees on your application using the “Generic Statement” text box. As an applicant you should provide insight into your:

- Relevant experience as it relates to the committee(s)
- Rational for applying to the chosen committee(s)
- Experience both inside and outside the College
- Anticipated contributions if selected for appointment
- Representation of special constituencies (FIT, Early Career, Diversity and Inclusion, non-ACC Societies, etc.)
- Short-term and long-term professional goals

7. **Select a Reference Writer.** All applications for committee participation require a statement of reference from a current ACC member to support your application. If an ACC member has nominated you to a committee, you may use this supplied statement in lieu of selecting a reference writer. Please be aware, all nomination and reference statements are confidential and are not available for applicant review.

To select a member to provide a statement on your behalf, please use the 'Search' bar to search by name, email, or country. Search results will only return active members who are up to date on their dues. Please note, the current ACC President, members of the Nominating Committee, and ACC staff are ineligible to provide letters of support. Be sure to select a member who knows you personally and can provide a strong character reference and speak to your strengths and competencies. For search parameters and troubleshooting tips, [please click here](#).

Once you have formally submitted your committee application the system will automatically send an email notification to your requested reference alerting them to provide a statement on your behalf. This email will provide a link to the portal, instructions for completing the statement, and the deadline to submit.

Applications that do not receive a submitted statement of reference by the deadline are not reviewed by the Nominating Committee.

8. **Update Digital CV.** Complete the required fields for your digital CV. All required text boxes (signified by \*) require a 50-character minimum. The system will not allow application advancement if the character requirement is not met. The information entered will be retained in our system for future applications. You will only need to enter the information once and update occasionally as your CV expands. To update your information outside of a current nominations season, log into the system (step 1) and then click 'Digital CV' in the top right menu bar.

9. **Update Disclosure.** Complete or update your disclosures if prompted by the alert. Disclosures are valid for 365 days from the last completion date. If your disclosure has not been updated within the last twelve months you must update to advance the application. Please follow the system prompts for navigating to the disclosure site. Once your disclosure is updated, return to the application page, and refresh your screen. All application details will be retained.

10. **Accept ACC Agreement.** Click the agreement button to acknowledge your application details are correct.

11. **Review your application.** If you are happy with the details of your application click 'Submit'. **YOUR APPLICATION IS NOT SUBMITTED UNTIL YOU CLICK THE SUBMIT BUTTON.** You will receive an email notification once your application has been successfully submitted. Please note submitted applications cannot be edited. If changes are needed you will need to contact [committees@acc.org](mailto:committees@acc.org) to revert your application for edits. Once all necessary changes have been made you must resubmit the application by the deadline to be considered eligible.

# Nominating Committee's Tips for a Successful Committee Application





# Nominating Committee's Guide to a Quality Committee Application

## 1. Length and quality of Statement of Interest is important

The Statement of Interest is an extremely valuable part of the committee application. The Nominating Committee relies on these statements to evaluate your interest, experience, and skills when determining appropriate placement.

- A. Use the Generic Statement text box to detail the following:
  - Why do you want to expand your ACC efforts?
  - What do you hope to gain by joining a committee?
  - Why are you requesting a reappointment to a current committee? If so, why?
- B. Use the Unique Statement text box to detail the following for each committee on your application:
  - Provide evidence of skills you possess that align with the needed technical skills required for the committee. (specific technical competencies can be found the on the 'Committee Details' tab)
  - Describe how you have demonstrated the competencies needed for the selected committee.
  - What would you bring to the committee?
  - What would you like to achieve by being appointed to this committee?

## 1. Committee Reappointments

- A. All members who are eligible for reappointment MUST reapply. A current term does not guarantee a second appointment to a committee.
- B. Reappointments are not guaranteed and are at the discretion of the Nominating Committee.
- C. Reappointment applications require a Statement of Interest including the rationale for seeking reappointment.
- D. Reappointment applications require a Statement of Reference from an ACC member to endorse your application.

## 2. Selecting a Reference

- A. Select someone who can speak to you as an applicant, not just someone in ACC leadership.
- B. A Statement of Reference must be received for a submitted application to be considered complete.
- C. Please make sure to notify your designated reference, in advance, that you will be selecting them to provide a statement to support your application.
- D. Current Nominating Committee members, current ACC president, and/or current ACC staff members are ineligible to provide letters of support.
- E. Members ineligible to supply a statement of reference will not populate during a member search.

## 3. Ranking of committee preference

- A. On an application 1 = highest interest, 3 = lowest interest
- B. Ranking is highly considered by the Nominating Committee during application review.

## 4. Evidence of Prior Engagement

- A. Section membership is highly valued, especially if you are applying to a Section Leadership Council.
- B. To be elected chair or chair-elect of a committee, candidates should have first served as a member of the committee. Rare exceptions can be made at the discretion of the Nominating Committee.
- C. Level of engagement with the ACC is taken into consideration:
  - Are you a member of a Section?
  - Are you a member of your Chapter?
  - What previous committees, work group, or task forces have you participated in?
  - Do you attend our annual legislative meeting or your state Lobby Day?
  - When is the last time you attended an ACC Annual Scientific Session?
  - Do you attend live or digital meetings?

## 5. Additional Best Practices

- A. Only members who are currently in training are eligible for appointment to the Fellows-in-Training Section Leadership Council. Proof of training end date must be listed in your customer profile.
- B. Members who are less than seven years out of training are eligible for appointment to the Early Career Section Leadership Council.

# Understanding Your Committee Nominations Portal Dashboard





View your requests

Browse open committees

Update your Digital CV

### Dashboard

Time remaining for submissions. All applications, nominations, and reference statements must be submitted during this timeframe

2020 Committee Nominations Season

Season ends in: 50 days 12 Hours 0 Minutes 19 Seconds

Timeframe: August 14, 2019 01:00 PM EST - October 04, 2019 11:59 PM EST

- 57 Open Committees
- 2 Active Requests for Reference
- No Nominations for Committees
- No Statement of Reference Received

Start a Nomination for a colleague

Start a Self-Nomination

Nominate a Member

Start Application

### Now Accepting Applications!

Please note all applications, nominations, and reference statements must be submitted by 11:59pm ET on Friday, October 4, 2019. The system will close at this time.

Welcome message with helpful tips and reminders

#### New this year

- To encourage more focused and careful committee choices, applicants are limited to selecting three committees for an application. Committee ranking is highly considered by the Nominating Committee during application review. (1 = highest interest, 3 = lowest interest)
- To streamline the process and burden of work, applicants are limited to selecting one member to provide a Statement of Reference to support their application.
- Please review the competency requirements for committees of interest. Be sure to provide evidence of your corresponding competencies, for each committee, by utilizing the 'Unique Statement of Interest' text box. Competency requirements can be found on the 'Committee Details' tab.

#### Reminders

- A current term does not guarantee a second appointment to a committee. All members who are eligible for reappointment MUST reapply.
- To self-nominate for a committee, please click the "Start an Application" button on your dashboard. The "Nominate a Member" button is if you would like to search our member

## Dashboard

### 2020 Committee Nominations Season

Season **Number of committees with open positions** **minutes 41 Seconds**

Timeframe: **October 14, 2019 01:00 PM EST - October 04, 2019 11:59 PM EST**

57 Open Committees

2 Active Requests for Reference

No Nominations for Committees

No Members You have Nominated for Committees

No Statement of Reference Received

Colleagues who have request you to provide a Statement of Reference

Nominations you have received FROM colleagues

Nominations you have submitted FOR colleagues

If your requested Statement of Reference has been received

**Start Application**

## Now Accepting Applications!

Please note all applications, nominations, and reference statements **must be submitted by 11:59pm ET on Friday, October 4, 2019** as the system will automatically lock at this time.

### New this year

- To encourage more focused and careful committee choices, applicants are limited to selecting three committees for an application. Committee ranking is highly considered by the Nominating Committee during application review. (1 = highest interest, 3 = lowest interest)

- To streamline the process and burden of work, applicants are limited to selecting one member to provide a Statement of Reference to their application.



### Requests

Search requests by applicant last name

Search Q

No Filter
  New
  Saved for Later
  Hidden
  Submitted

Filter by new, saved, hidden, or submitted statements

Parin J Patel, MD, FACC  
Received Thursday, August 15, 2019 Deadline Friday, October 4, 2019

Colleagues who have requested you to provide a Statement of Reference

Hide request if you are unable to or uncomfortable submitting a statement for this individual

Click to Hide Request

Committees applicant is applying to

- Committees Applying To
- Heart Failure and Transplant Section Leadership Council
  - Fellows In Training Section Leadership Council

### Statement of Reference \*

Statement of Reference is Required

Describe your colleague and why their strengths would be a good fit for the committees they have selected. The Statement of Reference must be at least 50 characters long.

Open text box for statement

[Large empty text box for writing the statement of reference]

View committees with open positions

## Open Committees

Search for specific committee

- No Filter
- Bookmarked
- Nominated
- Applied

Filter by committees you have bookmarked, committees you have been nominated for, and committees you have applied to

Committee charter detailing roles and responsibilities, competency requirements, meeting schedule, and composition

## Academic Cardiology Section Leadership Council

COMMITTEE/000002990000

### Roles and Responsibilities

- Advocate on behalf of the Academic Mission including support for GME funding and Research funding
- Educate to various constituencies on the importance of medical education and research to the public health
- Develop resources to drive the success of AMCs and both emerging and established academicians
- Establish objectives, performance metrics, and means to bring value to Section members
- Serve as the voice for the Academic Community for the Academic Section and ACC at large
- Establish annual goals specifying its principal work focus areas for the coming year
- Understand the needs of its Section members, and engage them in relevant activities to meet those needs

### Competency Requirements

ACC's new governance process emphasizes specific competencies needed on a committee at a given point in time. This will vary, based on current ACC activities, skill sets possessed by current committee members, and needed skills/competencies related to rotation of members. Prospective members are not expected to

Number of open positions for selected committee

Chair-Elect Open: 1

Member Open: 1

### Current Members

Name	Type
Jacqueline E. Tamis-Holland, MD, FACC	Chair
James C. Fang, MD, FACC	Member
Francis Joseph Alenghat, MD, PhD, FACC	Member
James Brian Byrd, MD, FACC	Member
Howard J. Eisen, MD, FACC	Member
Firas E. Zahr, MD, FACC	Member
Aarti Anil Patel, MD, FACC	Member
Ahmed M. Mahmoud, MD	Member

Current committee roster

Assembly of International Governors Steering Committee ACC   Open Positions: 4	>
Audit and Compliance Committee ACC   Open Positions: 3	>
Awards Committee ACCF   Open Positions: 1	>
Cardio-Oncology Section Leadership Council ACC   Open Positions: 11	>
Cardiovascular Disease In Women Committee ACCF   Open Positions: 6	>
Cardiovascular Imaging Section Leadership Council ACC   Open Positions: 8	>
Cardiovascular Management Section Leadership Council ACC   Open Positions: 9	>

- Quality measurement and improvement
- Clinical and/or Clinical Practice
- Patient Advocate and/or Represents Patient Voice
- Health Systems Innovation
- Outcomes Research
- Has experience with grant funding for outcomes research
- Has knowledge of how registries can be used to undertake outcomes research.

Ezra A. Amsterdam, MD, FACC	Member
Tracey Young	Staff Liaison- Primary

**Meeting Schedule**

Quarterly conference calls and may conduct 1 in-person meeting a year to be held during an ACC conference

**Reporting and Communication Mechanisms**

The Accreditation Foundation Board reports to the Accreditation Management Board

**Composition**

The Accreditation Foundation Board consists of 7-11 members and may include up to two Co-Chairs. Inaugural members are former SCPC Board of Directors members and subsequent members will be determined based on competencies needed for the committee. Committee membership also includes members across various membership

**Bookmark to add this committee to your application later**

**Nominate a member to this committee**

**Add to application now**

Bookmark Committee    Nominate a Member    **Start an Application**

# Submitting a Nomination for a Colleague



## Dashboard

2019 Committee Nominations Season ?

Season ends in: 0 days 9 Hours 8 Minutes 1 Seconds

Timeframe: August 13, 2018 02:00 PM EST - September 20, 2018 12:00 AM EST

77 Open Committees

No Active Requests for Reference

No Nominations for Committees

No Members You have Nominated for Committees

No Statement of Reference Received

1.) Once logged in, please click the 'Nominate a Member' button.

[Nominate a Member](#)

## Nominate a Member (Page 1 of 4)

1 of 4



Please complete all required fields to submit your nomination.

Find an

2.) Search for an ACC member here. Please see the "Member Search Troubleshooting" section if you experience issues with the results.

3.) Click "Search"

Search by First Name, Last Name, Email, or Country (System will not return LAST, FIRST or searches with special characters)

smith

Search Q

Select a member from below

Select	Name	Member Type	Location
<input type="checkbox"/>	Charles W. Abbottsmith, M.D., FACC	FELLOW	Cincinnati, OH, United States
<input type="checkbox"/>	Carissa Marrie Baker-Smith, MD	ASSOCFELLOW	Ellicott City, MD, United States
<input type="checkbox"/>	Darla Bakersmith-Hess, M.D., FACC	FELLOW	Franklin, PA, United States
<input type="checkbox"/>	Michael Biersmith, MD	FIT	Columbus, OH, United States
<input type="checkbox"/>	Smitha Bullock, MD	ASSOCFELLOW	Louisville, KY, United States

# Nominate a Member (Page 1 of 4)

1 of 4

## Find and Select a Member

Search by First Name, Last Name or First Name Last Name, Email, or Country (System will not return LAST, FIRST or searches with special characters)

smith Search Q

4.) Select desired member by clicking the radio button

		Member Type	Location
<input type="radio"/>	Charles W. Abbottsmith, M.D., FACC	FELLOW	Cincinnati, OH, United States
<input checked="" type="radio"/>	Carissa Marrie Baker-Smith, MD	ASSOCFELLOW	Ellicott City, MD, United States
<input type="radio"/>	Darla Bakersmith-Hess, M.D., FACC	FELLOW	Franklin, PA, United States
<input type="radio"/>	Michael Biersmith, MD	FIT	Columbus, OH, United States
<input type="radio"/>	Smitha Bullock, MD	ASSOCFELLOW	Louisville, KY, United States

5.) Click "Forward"

← Back

Cancel Forward →

## Nominate a Member (Page 2 of 4)

2 of 4

6.) Select committees you would like to nominate the member for. You may add up to 3 committees to a nomination

Academy  
ACC | O

ACC Competency Management Committee  
ACCF | Open Positions: 3

ACC NCDR Management Board  
ACCF | Open Positions: 3

ACCF Task Force On Appropriate Use Criteria  
ACCF | Open Positions: 7

ACCF/AHA Task Force on Clinical Data Standards  
ACCF | Open Positions: 4

ACCF/AHA Task Force On Clinical Practice Guidelines  
ACCF | Open Positions: 7

ACCF/AHA Task Force on Performance Measures  
ACCF | Open Positions: 3

Accreditation Cardiac Cath Lab Subcommittee  
AMB | Open Positions: 5

### Select up to 6 committees

Drag to sort the selected committees based on preference

1 ACC Competency Management Committee  
ACCF Member Open Positions: 3

2 ACC NCDR Management Board  
ACCF Member Open Positions: 3

7.) Reorder selected committees by dragging and dropping in the preferred order

### Statement of Reference

Describe your colleague and why their strengths were selected.

The Statement of Reference must be at least 50 characters long.

I think Dr. XX would be a great addition to the XX Committee because...

8.) Provide a statement as to why the member would be a good fit for the committee(s) you have selected them for. There is a 50-character minimum to advance.

9.) Click "Forward"

← Back

Cancel

Save

Forward →

### Nomination Review

#### Nominee

Name

Carissa Marrie Baker-Smith, MD

Institution

Location

Ellicott City, MD, United States

#### Nominated Committees

[✎ Edit Nominated Committees](#)

1. ACC Competency Management Committee
2. ACC NCDR Management Board

#### Statement of Reference

[✎ Edit Statement of Reference](#)

I think Dr. XX would be a great addition to the XX Committee because...

**10.) Review your Nomination and click "Submit" when finished. You may edit the selected committees or your statement of reference from this screen.**

[← Back](#)

Cancel

Submit

# Searching for an ACC Member



**If you are having trouble locating a member, please check the following:**

- You have spelled the member's name correctly.
- You are searching the member's name correctly. The portal will not return a result if searched by Last Name, First Name. Examples of acceptable search functions are:
  - First and Last: Jane Smith
  - First only: Jane
  - Last only: Smith
  - For best results, we recommend searching by last name only
- You are not including any special characters. The search function will not return a result if any of the following characters are included: !"#\$%&'()\*+,-./:;<=>?[\]^\_`{|}~ Examples of incorrect search functions are:
  - Smith, Jane
  - Smith,
- The member is up to date on their dues. Only members who are currently in good standing with the college will be returned in results.
- The member is not currently part of the Nominating Committee. These members will not populate as they are unable to provide letters of support to applicants.

**If you are still experiencing technical difficulties, please contact [committees@acc.org](mailto:committees@acc.org).**

# Updating Your ACC Disclosures





Disclosure  
**REQUESTS** ?

Disclosure  
**LIBRARY** ?

Click "Manage Your  
Disclosures"

your  
Disclosure Library

Manage Your Disclosures

#### Are Your Disclosures Missing?

If you don't see relationships that you entered previously, you may have multiple accounts. You can consolidate multiple disclosure accounts into one central place.

Merge Accounts

## Why do I need to disclose?

The completion of your timely and accurate disclosures is essential to enabling the ACC to maintain its commitment to balance, independence, objectivity, and scientific rigor for all activities. [Read Full Disclosure Policy>>](#)

## 5 Things you should know about the new disclosure system

1

### Your "Library" always stays up to date

Your Library of disclosures is always updated when you enter a new disclosure or update a previous disclosure no matter where in the system you do it.

2

### When in doubt use "Update All Requests"

If you are an active member at the ACC you may have multiple activities requesting disclosures. Instead of disclosing for each activity individually use the "Update All Requests" function and submit for all your "Requests" at the same time.

3

### Activities drive what you need to disclose

Different ACC activities will "Request" different types of disclosures for participation in those activities. Our system is built to share your disclosures across activities wherever possible to prevent re-entry.



Disclosure  
**REQUESTS** ?

Disclosure  
**LIBRARY** ?

**Are Your Disclosures Missing?**

If you don't see relationships that you entered previously, you may have multiple accounts. You can consolidate multiple disclosure accounts into one central place.

[Merge Accounts](#)

Your  
**Disclosure Library**

Disclosures | [Personal Commercial](#) | [Personal Non-Commercial](#)  
[Expert Witness Testimony Agreements](#) | [Education Attestation](#)  
[Embargo Agreement for Published Content and LBCTs](#) | [Confirm &](#)

Select "Yes or No" for each relationship:

- Personal Commercial
- Personal Non-Commercial
- Clinical Trial Enroller
- Institutional Financial Decision-Making Role
- Expert Witness Testimony

Personal Commercial (0) <sup>i</sup>

Do you have any more personal commercial relationships to disclose?

Yes

No

Personal Non-Commercial (0) <sup>i</sup>

Do you have any more personal non-commercial relationships to disclose?

Yes

No

Clinical Trial Enroller (0) <sup>i</sup>



Disclosure  
**REQUESTS**

Disclosure  
**LIBRARY**

**Are Your Disclosures Missing?**

If you don't see relationships that you entered previously, you may have multiple accounts. You can consolidate multiple disclosure accounts into one central place.

Merge Accounts

Your  
**Disclosure Library**

Disclosures | [Personal Commercial](#) | [Personal Non-Com](#)

[Expert Witness Testimony](#) | [Agreements](#) | [Education At](#)

[Embargo Agreement for Published Content and LBCTs](#) | [...](#)

If you have previously completed a disclosure and need to update your information, please select "Add" to include additional relationships to all necessary categories.

**Personal Commercial (0)**

You do not currently have any personal commercial relationships.

Add

**Personal Non-Commercial (0)**

You do not currently have any personal non-commercial relationships.

Add

**Clinical Trial Enroller (0)**

You do not currently have any clinical trial enrollments.

Add

**Institutional Financial Decision-Making Role (0)**

Add

## ACC Agreements

**Education Attestation Agreement**

YES | I have read and agree to abide by the Policy Regarding Guideline Confidentiality and Author Responsibility and the Embargo Policy as it applies to clinical policy documents, late breaking clinical trials, general abstracts and peer reviewed publications. [Read Full Statement](#)

YES | I have read and agree to abide by the Policy Regarding Guideline Confidentiality and Author Responsibility and the Embargo Policy as it applies to clinical policy documents, late breaking clinical trials, general abstracts and peer reviewed publications. [Read Full Statement](#)

**Please select "I agree for the next 12 months" that you comply and understand all following agreements:**

- Education Attestation
- Confidentiality
- Disclosure and Assignment
- Embargo for Published Content

I agree for the next 12 months

I agree for the next 12 months

**Embargo Agreement for Published Content and LBCTs**

YES | I have read and agree to abide by the Policy Regarding Guideline Confidentiality and Author Responsibility and the Embargo Policy as it applies to clinical policy documents, late breaking clinical trials, general abstracts and peer reviewed publications. [Read Full Statement](#)

I agree for the next 12 months

## Annual Statement and On-Going Obligation Agreement

YES | I have read and considered each item in this form ( Personal Commercial Personal Non-Commercial Clinical Trial Enroller Institutional Financial Decision-Making Role Expert Witness Testimony & ACC Agreements ) and completed it to the best of my knowledge. I understand that my involvement in College activities requires a signed disclosure statement annually with the College and I have an on-going obligation throughout the year to update or revise my disclosure statement as circumstances require. If I have a relationship or competing interest related to this activity, I agree to absent myself from participating in any College matter which is concerned with the products or interests of the relationship or competing interest, or adhere to requirements of the specific activity.

**I Agree & Confirm**

## ACC Agreements

<input checked="" type="checkbox"/> Education Attestation Agreement	Expires on 7/13/2019
YES I have read the Attestation Statement and agree to abide by the Policy Regarding Guideline Confidentiality and Author Responsibility and the Embargo Policy as it applies to clinical policy documents, late breaking clinical trials, general abstracts and peer reviewed publications. <a href="#">Read Full Statement</a>	
<input checked="" type="checkbox"/> I agree for the next 12 months	
<input checked="" type="checkbox"/> Confidentiality, Disclosure and Assignment Agreement	Expires on 7/13/2019
YES I have read and agree to abide by the Confidentiality, Disclosure and Assignment Agreement. <a href="#">Read Full Statement</a>	
<input checked="" type="checkbox"/> I agree for the next 12 months	
<input checked="" type="checkbox"/> Embargo Agreement for Published Content and LBCTs	Expires on 7/13/2019
YES I have read and agree to abide by the Policy Regarding Guideline Confidentiality and Author Responsibility and the Embargo Policy as it applies to clinical policy documents, late breaking clinical trials, general abstracts and peer reviewed publications. <a href="#">Read Full Statement</a>	
<input checked="" type="checkbox"/> I agree for the next 12 months	

Disclosures and agreements must be updated every 12 months. Your information will expire one year from the signed date.

Expires on 7/13/2019

## Annual Statement and On-Going Obligation Agreement

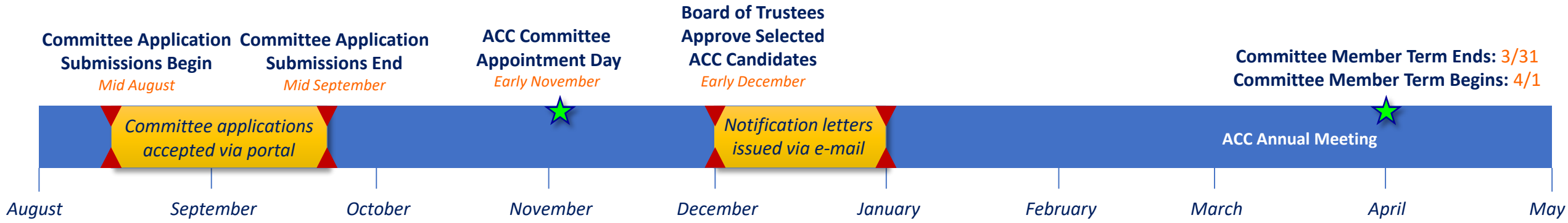
Signed on 7/13/2018

YES | I have read and considered each item in this form ( Personal Commercial Personal Non-Commercial Clinical Trial Institutional Financial Decision-Making Role Expert Witness Testimony & ACC Agreements ) and completed it to the best of my knowledge. I understand that my involvement in College activities requires a signed disclosure statement annually with my signature and I have an on-going obligation throughout the year to update or revise my disclosure statement as circumstances require. If I have a relationship or competing interest related to this activity, I agree to absent myself from participating in any College activity that is concerned with the products or interests of the relationship or competing interest, or adhere to requirements of the sponsor.

I Agree & Confirm

Once you have completed your information and read the Annual Statement and On-going Obligation Agreement, please select "I Agree & Confirm"

# Annual ACC Committee Nominations & Appointment Timeline



- Current ACC members, in good standing with the College, are encouraged to apply to join committees [here](#).
- For technical assistance regarding dues or membership status please contact Member Care at 1-800-253-4636 x5603.
- For a comprehensive list of frequently asked questions regarding ACC's committee appointment process, application portal, or submitting a nomination please visit the [FAQ](#) page. All other inquiries please contact [committees@acc.org](mailto:committees@acc.org).

- Appointments to committees with open positions are determined by the ACC's Nominating Committee. This committee is chaired by the College's Immediate Past President and six additional ACC members.
- **Members of the Nominating Committee are ineligible to provide letters of support to committee applicants.**
- Committee appointments are determined based on the applicant's ability to fulfill the needs of the committee.

- The proposed slate of appointed members must be approved by the Board of Trustees before applicants are notified.
- Once approved, applicants will begin receiving notifications between December and January.

- ACC Annual Meeting signifies the beginning and end of the committee cycle:
  - Current committee members whose terms expire will vacate their positions on **March 31<sup>st</sup>**.
  - New and Reappointed Committee members will begin their terms on **April 1<sup>st</sup>**.
- Member term lengths range from 1 – 3 years based on the needs of the committee and are at the discretion of the Nominating Committee.
- Committee members are eligible to serve on a committee for six consecutive years (per committee).