



NAMD Alumni Network Group Norms and Conflict of Interest

WHO IS COVERED

This policy covers all NAMD Alumni Network members in good standing. Membership criteria restrict participation to former state or territorial Medicaid Directors who served in a confirmed (not interim) capacity for any number of years. Since the Alumni Network does not have a governance structure, this policy is universally applied to all members and renewed annually.

DEFINITIONS

A conflict of interest may exist when a NAMD Alumni Network member has a direct or indirect business, professional, or personal situation that profits from their relationship with NAMD and its members.

There are four areas of actual or perceived conflict of interest NAMD seeks to address:

1. Direct financial gain or benefit to the Alumni Network member. Typically happens when a member personally sells products or services to NAMD for income or profits.
2. Indirect financial gain or benefit to the Alumni Network member. Typically, a situation where a member's family is hired or contracted for work with or in NAMD.
3. Nonfinancial gain or benefit to the member. These are cases where the member received indirect benefit, such as preferential treatment. For example, receiving NAMD services at no cost where others are required to pay, or the personal use of NAMD assets.
4. Conflict of loyalty. In this scenario, conflict arises when an Alumni Network member has obligations to other people or organizations as well as this network. Here, the member has obligation of loyalty to each, but the member's behavior could end up advantaging one over the other.

NORMS AND DISCLOSURE

- NAMD seeks to balance access and opportunity between its membership of state Medicaid leaders and its Alumni Network membership. We affirm the wealth of knowledge, expertise and experience Alumni Network members bring to their peers and to current Medicaid agency staff. We ask that Alumni members respect "vendor free" environments that welcome community-building and connection but stop short of marketing and sales. We will articulate those boundaries as clearly as possible and ask Alumni to help uphold them.
- Alumni may be invited to participate in contracted and in-kind arrangements; these arrangements might be to provide 1:1 or group support for agency staff. To protect the interests of Medicaid Directors and NAMD, we require all potential contractors to disclose a list of their current clients. Disclosure statements are a regular part of Alumni speaking, facilitating, contracting and coaching arrangements. We recognize that in some cases contractors may not be able to disclose their relationships with other clients. Therefore, an expedited process asks the potential contractor to disclose the broad categories of clients with which they are doing business. For a list of such categories see the [Sample NAMD Client Disclosure document](#).



- NAMD maintains disclosure statements for twelve months. NAMD'S conflict of interest policy is reviewed annually by the Board Governance Committee
- Sample disclosure statement for NAMD presentations:
"I have financial interests in/relative to [company name] which could potentially benefit from the outcomes of this presentation/publication."

ACCOUNTABILTY

Suspected conflicts of interest should be reported to Lindsey Browning. The line of escalation is through the Governance Committee Chair and then the NAMD Board. NAMD encourages both anonymous and attributable feedback through regular program evaluation mechanisms fielded to Alumni Network and NAMD Members.