

**VHHA Hospital Advocacy Group
Conflict Resolution Policy
(Revised 2012)**

Disclosure/Communication

Each VHHA member will inform VHHA:

- When a VHHA position is in conflict with the hospital/health system position.
- When it retains or dismisses a contract lobbyist and describe the scope of the contract lobbyist's responsibilities.
- When it becomes aware that other client(s) who its contract lobbyist represents may have conflicts with VHHA positions.

VHHA will inform VHHA members when it retains contract lobbyists.

VHHA will include all identified member lobbyists and contract lobbyists on appropriate mailing lists until informed otherwise by VHHA member.

Participation in Strategy Discussions

General Policy:

In instances when the VHHA member is opposed to any VHHA policy position or knows that its contract lobbyist represents another client who opposes any VHHA policy position, then the member and/or the contract lobbyist will (i) fully inform VHHA staff of the circumstances and (ii) recuse himself or herself from related strategy discussions. Clear and prompt communication of such instances will allow the agenda of lobbyist meetings to be arranged for the convenience of all.

Exceptions to Policy on Participation in Strategy Discussions:

- In instances when a VHHA member disagrees with any VHHA policy position, or a member's contract lobbyist has a client who disagrees with any VHHA policy position, but the member and/or contract lobbyist agree to abide by any group decision and not express the member's or other client's disagreement publicly, then the member and/or the contract lobbyist, at the discretion of the group, may participate in strategy discussions, subject to confidentiality provisions set forth in this policy.
- When a VHHA member lobbyist or a member's contract lobbyist knows that the member or contract lobbyist's client has an interest in but no position on a particular policy issue VHHA is advocating, then the member and/or lobbyist may participate fully in strategy discussions, subject to confidentiality provisions set forth in this policy.

Confidentiality

All lobbyists' group discussions, papers and other strategy and supporting information shall remain confidential and shall not be shared outside the group unless expressly identified as suitable for publication and sharing.