

 <p>Policies and Procedures</p>	Category: <p style="text-align: center;">MEMBERSHIP</p>	Policy No.: <p style="text-align: center;">LD-1.2</p>
	Issued by: <p style="text-align: center;">MEMBERSHIP COMMITTEE</p>	Revised: <p style="text-align: center;">October 2014</p>
Subject: <p>MEMBERSHIP ELIGIBILITY & CONTINUANCE</p>	Approved by: <p style="text-align: center;">Beverly Novak-Page</p> <p style="text-align: center;">President of the Board</p>	Effective Date: <p style="text-align: center;">3.28.11</p>
		Supersedes Policy: <p style="text-align: center;">None</p>
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PURPOSE

To establish rules for membership eligibility and continuance in the Kona Community Hospital Auxiliary (KCHA)

POLICY

- I. **Eligibility** - KCHA membership shall be open to any person **18** years of age or older who is interested in advancing the quality of health care at KCH.

- II. **To qualify for membership**, interested persons must complete the following:
 - A. The KCHA Application
 - B. An interview by the membership chairperson **or designee**.
 - C. Fingerprinting and a background check
 - D. Hospital orientation – Exception: members not performing volunteer duties on the hospital campus and not in contact with patients may have orientation requirement waived by action of the KCHA Board of Directors (BOD)
 - E. Signing a Confidentiality Agreement

- III. **Categories of membership (6)**
 - A. **Active Member**
 1. Pays \$10 annual membership dues per year due by January 31
 - a. If not paid, a notice will be sent February 1
 - b. If not paid by March 1, the member will be dropped from the roster
 2. Volunteers a minimum of 10 hours per year
 3. Is entitled to vote at all General Membership Meetings and Election of Officers
 - B. **Associate Member**
 1. Pays \$10 annual membership dues per year due by January 31
 - a. If not paid, a notice will be sent February 1
 - b. If not paid by March 1, the member will be dropped from the roster
 2. There are no volunteer requirements but if member does record a minimum of 10 volunteer hours, their membership status will be changed to active.

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3. An Associate Member is not entitled to vote at General Membership Meetings or Election of Officers unless their status has been changed to Active Member.

C. Patron Member

1. Pays \$50 annual membership dues per year due by January 31
 - a. If not paid, a notice will be sent February 1
 - b. If not paid by March 1, the member will be dropped from the roster
1. There are no volunteer requirements but if member does record a minimum of 10 volunteer hours, their membership status will be changed to active.
2. Patron Members are not entitled to vote at General Membership Meetings or Election of Officers unless their status has been changed to Active Member.

D. Annual Honorary Member

1. May be awarded by the BOD for a period of one fiscal year to a person the BOD deems to have provided significant service to KCH or KCHA.
2. The status of Annual Honorary Member may be extended for additional terms by action of the BOD.
3. Annual Honorary Members have no dues assessment nor are they entitled to vote at General Membership Meetings or Election of Officers.

E. Lifetime Honorary Member

1. May be awarded by the BOD for the life of the honoree to a person the BOD deems to have provided extra-ordinary service to KCH or KCHA.
2. Lifetime Honorary Members have no dues assessment nor are they entitled to vote at General Membership Meetings or Election of Officers.

F. Lifetime Member

1. Pays \$500 membership fee.
2. There are no volunteer requirements but if member does record a minimum of 10 volunteer hours, their membership status will be changed to active.
3. Lifetime Members are not entitled to vote at General Membership Meetings or Election of Officers unless their status has been changed to Active Member.

IV. Reinstatement of Lapsed Membership

A. A new application and current dues must be submitted.

B. For Active Members, the Membership Committee may waive the remaining requirements of Section II if the membership has not been lapsed for more than two (2) years.

V. Volunteer Hours

- A. Volunteer hours earned during lapsed membership will not be counted.
- B. Volunteer hours are cumulative from year to year and do not expire.
- C. Volunteer hours will be rewarded with a Volunteer Pin at the following intervals: 100, 200, 300, 400, 500, 1,000, 1,500, 2,000, 3,000, 4,000 and 5,000 hours.

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