

# House of Delegates

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## FAQs: Virtual House of Delegates

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**Q:** Why does ASHP conduct a virtual (online) House of Delegates?

**A:** The Board Task Force on Organizational Structure recommended that ASHP make its policy cycle more timely and responsive. The virtual House of Delegates allows ASHP to take final policy action without waiting until June every year.

**Q:** When does the virtual House of Delegates take place?

**A:** The virtual House of Delegates is scheduled for March, May, and November 2024 (see key dates below).

**Q:** How does the virtual House of Delegates work?

**A:** Policy recommendations will be posted to the [ASHP House of Delegates website](#) and [ASHP Connect](#) in advance of the virtual House. Delegates will receive an email message from the Chair of the House alerting them to the posting. Delegates will then have an opportunity to debate the recommendations on ASHP Connect. Delegates will receive another email message with detailed instructions for secure online voting, which will take place over a week (see key dates below). Policy recommendations approved by  $\geq 85\%$  of delegates voting will become ASHP policy. Those not reaching that level of consensus will be considered by the House of Delegates in the live meeting the following June.

**Q:** Will there be live debate or amendments at the virtual House of Delegates?

**A:** No. Delegates are encouraged to debate the merits of policy recommendations on [ASHP Connect](#). Due to the constraints of online voting, no amendments may be made. Delegates who think an amendment is necessary should encourage their fellow delegates to vote against the policy recommendation. Only policy recommendations approved by  $\geq 85\%$  of delegates voting will become ASHP policy. Those not reaching that level of consensus will be considered by the House of Delegates in the live meeting the following June and may be amended then.

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**Q: Who may vote in the virtual House of Delegates?**

**A:** Delegates who are eligible to serve in the 2024 House of Delegates may vote, including fraternal delegates, past presidents, the ASHP Board of Directors, section and forum representatives, and delegates elected by their state affiliates. Due to the constraints of electronic voting, no changes to the delegate roster can be made after 1 pm ET one week before voting begins (see key dates below).

**Q: What should I do if I can't serve at the virtual House of Delegates?**

**A:** State delegates who cannot serve are requested to contact their state affiliate to request that an alternate delegate be appointed to serve. State affiliates are asked to provide alternate delegate credentials and information to ASHP 10 days in advance of voting to ensure that the alternates may vote. Fraternal delegates and section and forum representatives should contact ASHP to arrange for an alternate delegate to serve.

**Q: Do I have to be online at a specific time?**

**A:** No. Delegates may vote any time during the week that voting is open (see key dates below).

**Q: What if I forget to vote?**

**A:** Delegates will receive an email one day before voting starts with information on how to vote. Those not voting will receive periodic reminder emails until voting closes.

**Q: Can I change my vote?**

**A:** No. Delegates may only vote once. Before their vote is recorded, they have an opportunity to review, confirm, or change their ballot choices. Once a vote is cast, it is immediately recorded and cannot be changed.

**Q: Can I see how voting works?**

**A:** Yes. An online voting simulation is available at: <https://demo.simplyvoting.com/>.

**Q: How will I find out about the results of the virtual House of Delegates?**

**A:** The Chair of the House will send an email message to delegates regarding the results of voting, and the results will also be made available on the ASHP House of Delegates website. Only aggregate results (i.e., whether the recommendation received  $\geq 85\%$  of the vote) will be reported; how each delegate voted will not be included.

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<b>Key Dates for 2024 House of Delegates</b>	
	<b>March Virtual House of Delegates</b>
<b>January 19</b>	Deadline for State Delegate Certification
<b>Early February</b>	Welcome Message from the Chair
<b>Early February</b>	March vHOD Policies Posted on Connect for Debate
<b>Early February</b>	Regional Delegate Conference Information Available
<b>February 28</b>	Delegate Welcome Webinar (1:00 p.m. ET)
<b>March 8</b>	Delegate Status Change Deadline (March vHOD)
<b>March 11</b>	Resolutions Submission Deadline
<b>March 14</b>	Online Voting Instructions Sent to Delegates
<b>March 15</b>	Voting Opens 12:01 a.m. ET
<b>March 22</b>	Voting Closes 5:00 p.m. ET
	<b>Regional Delegate Conferences</b>
<b>April 27-30</b>	Live and Virtual Regional Delegate Conferences
	<b>May Virtual House of Delegates (tentative)</b>
<b>May 3</b>	Delegate Status Change Deadline (May Virtual House)
<b>May 9</b>	Online Voting Instructions Sent to Delegates
<b>May 10</b>	Voting Opens 12:01 a.m. ET
<b>May 16</b>	Voting Closes 5:00 p.m. ET
	<b>June House of Delegates</b>
<b>June 8-9</b>	Delegate Registration
<b>June 8</b>	Open Forum, Delegate Primer
<b>June 9</b>	First Delegate Caucus, First Meeting of the House
<b>June 10</b>	Deadline for New Business Items
<b>June 11</b>	Second Delegate Caucus, Second Meeting of the House
	<b>November Virtual House of Delegates</b>
<b>Mid-October</b>	November House Message from the Chair
<b>October</b>	November vHOD Policies Posted on Connect for Debate
<b>November 1</b>	Delegate Status Change Deadline (Nov. Virtual House)
<b>November 7</b>	Online Voting Instructions Sent to Delegates
<b>November 8</b>	Voting Opens 12:01 a.m. ET
<b>November 15</b>	Voting Closes 5:00 p.m. ET