

1.8 Most Frequently Asked Questions (FAQ):

Most Often Asked General Questions About CORE

What does the acronym CORE mean?

Centers for Osteopathic Research and Education

Why do we need a CORE System?

The CORE System was established to support and promote excellence in the continuum of osteopathic medical education that begins with matriculation at an osteopathic medical school and extends through residency training and beyond into Continuing Medical Education (CME).

What is the Mission of the CORE?

To protect the integrity of the osteopathic profession, provide quality education, promote innovation, creativity and excellence in medical education, support the development of osteopathic primary care physicians and specialists, to foster research, to develop appropriate number of community-based faculty to teach and administer training programs and to support and promote the development of an infrastructure that results in appropriate numbers of osteopathic physicians who are educators, researchers, and administrators to continue to expand and enhance the osteopathic contributions to the nation's health care system.

Can any hospital apply to be a member of the CORE system?

Yes, but there are conditions of membership established by the governing Board. (Please refer to Article V. Membership in the CORE System, Page 3 of the CORE Bylaws.)

What is my responsibility as a CORE member?

It is an expectation that CORE members participate in governing meetings, bring to the forefront and address issues that impact the CORE System, and support the osteopathic medical education consortium.

What conditions must be met to retain CORE membership standing?

Adherence to the terms of the CORE Agreement and the CORE Bylaws are the main criteria for retaining CORE membership.

How often must a membership in the CORE System be renewed?

Memberships are renewed annually, effective July 1st through June 30th. However, the CORE Hospital Participation Agreement states that the Agreement remains in effect year-to-year unless terminated for the subsequent fiscal year by giving written notice to the Chair of the CORE Finance Committee as of September 1st.

Most Often Asked Questions from CORE Board Members

What are my responsibilities as a member of the CORE Board?

It is an expectation that CORE Board members chair CORE Standing Committees as appointed/elected, participate in ongoing CORE strategic planning, and collaborate on the production of an annual self-study report analyzing and quantifying established measurement outcomes.

How often does the CORE Board meet?

The Board meets biannually (usually November and April), unless otherwise ordered by the Board.

Is Attendance at CORE Board meetings required?

Attendance is required at one (1) regularly scheduled meeting per year (50%).

Who are the CORE Board voting members?

Representatives of OU-COM appointed by the Dean of the College, COM Affiliate Members, Charter Members, and Participating Members. Each Charter and Participating Hospital will be represented by its President or Chief Executive/Operating Officer (CEO) or designee, and by its Director of Medical Education (DME) or designee. The number of college voting members shall be contingent upon the number of Participating Hospitals based on two (2) votes for each Participating Hospital (i.e., that of the CEO/COO and DME) with OU-COM as the Central Member having an equal number of votes. For example, if there are twelve (12) Participating Hospitals in the CORE System, then there would be twenty four (24) hospital voting members and twenty four (24) college voting members for a total of forty eight (48) voting members on CORE Board.

What can I do if I am unavailable to attend a CORE Board meeting?

Designees may attend and vote for representatives in their absence. Any designee must show written proof to the Chairperson of permission to vote signed by the respective voting member.

Can I vote even though I am not in attendance?

No, only members (or their representative, see above) in attendance may vote.

Are there ever any meetings other than the biannual ones?

Special meetings of the CORE Board may be called at any time by the Chairperson, by any three members of the Board or a majority of the remaining Board representatives. The call shall state the purpose, date, time, and location of the special meeting. The Chairperson of the CORE Board may call a meeting of the Executive Committee of the CORE Board which he/she also chairs to address CORE issues of an unprecedented nature and be empowered to take action on behalf of the CORE Board between biannual Board meetings. Action taken relative to significant issues must be presented to the Board at the next regularly scheduled meeting for approval and/or ratification.

Who are the members of the Executive Committee of the CORE Board?

Membership of the Executive Committee of the Board shall include: Board Officers (Chair, Vice-Chair, Treasurer, and Secretary), the Dean of OU-COM, two hospital Chief Executive Officers – one who is appointed by his/her peers to the CORE Finance Committee, and one who holds either the office of Chair or Vice-Chair of the Board and one Director of Medical Education who represents the Ohio Osteopathic Directors of Medical Education. The Chair of the CORE Board chairs the Executive Committee of the CORE Board as well.

What constitutes a Quorum? One half of the committee membership plus one (1) member shall constitute a quorum for the transaction of business at any meeting of the CORE Board or Standing CORE Committee meetings.

How is the Chair of the CORE Board elected?

A Vice-Chairperson is actually elected because the office of Chairperson and Vice-Chairperson alternates between a hospital and a college representative every two years with the Vice-Chairperson automatically succeeding the Chairperson. A five (5) member Nominating Committee is appointed by the Chair of CORE Board. OU-COM representation to the committee nominates college candidates and CORE Hospital representatives nominate hospital candidates. Elections take place every other year (odd number) at the April CORE Board Meeting.

Are there term limits for the CORE Board Chair?

The Chairperson and Vice-Chairperson shall serve two-year terms before electing a new Vice Chairperson. Neither the Chair nor Vice-Chair may succeed themselves in their current positions so as not to serve two (2) consecutive terms. However, the Chairperson could be considered for election to a successive term as Vice-Chairperson, not to exceed two (2) successive terms.

What if I do not agree with a decision or action taken by the CORE Board?

The voting member is entitled to due process. At the request of the member, the Chairperson of the Board shall appoint a panel of at least five individuals (members of the CORE) who do not have a conflict of interest and have pertinent knowledge relative to the situations in question and make a nonbinding recommendation regarding the dispute to the Board.

What do I do if I have a Conflict of Interest?

All committee members of the Board will make known situations of clear conflict of interest and those which may give rise to the appearance of impropriety.

Most Often Asked Budget Questions

What is the Fiscal Year for the CORE System budget?

July 1st through June 30th .

When is the CORE System Budget approved?

The Hospital and College portions of the CORE System Budget are approved annually by the CORE Finance Committee and ratified by the CORE Board in November.

How do Hospital CEOs have input into the CORE System budget?

Four (4) CEOs are elected/selected as representatives by their peers to be members of the CORE Finance Committee (CFC) along with four (4) appointed college representatives. The CFC is responsible for planning, developing, and implementing financial programs for the CORE System and has final authority to approve the CORE System budget.

What constitutes a quorum for the CORE Finance Committee?

All eight (8) members of the CORE Finance Committee have a vote. Six out of eight members must be present to conduct business and motions must have the affirmative vote of three-fourth of the committee membership which is a super-majority (6 out of 8 votes) to pass.

How is the approved CORE System budget communicated to all CORE members?

The Chair of the CORE Finance Committee reports on the newly approved CORE System budget to the CORE Board at its November meeting for ratification. A notification letter is sent to all CEOs no later than March by the Chair of the CORE Finance Committee and the Assistant Dean for CORE Operations explaining any changes in the CORE System budget for the upcoming fiscal year. The Hospital portion of the CORE System budget is referenced in the CORE Hospital Participation Agreements.

What are Carryover Funds and how can they be used?

Carryover funds are allocated dollars not spent in a designated fiscal year in a particular budget category which are earmarked for a particular item based on CORE Finance Committee approval. Once the carryover dollars are earmarked for a particular pre-approved item, that money must be spent ONLY for that purpose.

How do I request Carryover Funds?

Requests for carryover must be brought to the attention of the Assistant Dean for CORE and Academic Affairs Operations in August followed up with submission of a written proposal. Written proposals will be reviewed by the Associate Dean for Graduate Medical Education for the CORE System and prioritized for consideration by the CORE Finance Committee at its September meeting. Final approval/disapproval of carryover requests will be rendered by the CFC at its February meeting.

What is the CORE Reserve?

The CORE Reserve is an interest bearing account established from contributions made by the Central Member (OU-COM), Charter Members, and Participating Members.

What is the purpose of the CORE Reserve?

The purpose of the CORE Reserve is to cover shortfalls in revenue and protect the financial integrity of the CORE System.

How is the CORE Reserve appropriated?

The valuing of each hospital's or OU-COM's share of the CORE Reserve shall be defined as the initial contribution made by the hospital or the college plus the accrued interest on that initial contribution.

What happens if a Participating Hospital doesn't make its quarterly payments to the CORE system?

Any Participating Hospital that is in arrears of meeting its financial obligation based on an approved budget shall be placed on delinquent or probationary status in accordance with non-payment noted in the CORE Hospital Participation Agreement.

CORE Committees Reporting Directly to the CORE Board

CORE Academic Steering Committee (CASC) Responsible for planning, developing, and implementing all curriculum policies and academic program.

CORE Finance Committee (CFC) The members of this committee will be responsible for planning, developing, and implementing financial plans and programs for the CORE system.

CORE Bylaws Committee (CBC) Responsible for accepting recommendations from all CORE committees, reviewing recommendations, and revising bylaws for approval by the Board.

CORE Research Committee (CRC) This committee supports clinical research and scholarly activities of CORE members and organizations.

Other Committees

CORE Data Analysis Committee (CDAC) A subcommittee of CASC, the CDAC will be responsible for directing uniform data compilation, analysis and reporting which demonstrates the contributions of Osteopathic medicine and Osteopathic medical education and supports health policy research y members of the consortium.

CORE Policy Committee (CPC) Each CORE will operate a Policy Committee. They are expected to conduct regional and programmatic self studies within its own CORE; review CORE budgets and make recommendations to the Board regarding new participating members in the CORE system.

CORE Osteopathic Principles and Practices Committee (COPPC) This committee plans, develops, and recommends policies, procedures and programs to strengthen and promote the practice of osteopathic principles through the educational continuum for consideration and implementation by CORE committees and hospitals.

CORE Information Technology Committee (CITC) Responsible for planning, developing, and recommending policies, procedures and programs to promote the use and efficiency of distance learning technology throughout the system.

CORE Public Relations Committee (CPRC) The Public Relations Committee is responsible for planning, developing, and recommending policies, procedures and programs designed to promote the distinctiveness of osteopathic medicine and credibility of osteopathic undergraduate and graduate medical education.

Residence Programs Advisory Committees (RPAC) Disciplines include: Family Medicine, Internal Medicine, Obstetrics and Gynecology, General Surgery, Orthopedics, Emergency Medicine, Pediatrics. RPAC committees meet and report to the Board on the on-going activities of each discipline.