



## What To Know about Technical Expert Panels

### **Overview**

The Centers for Medicare and Medicaid Services (CMS or Agency) employs a transparent process in the selection and specification of quality measures. The Agency seeks input from stakeholders and national experts and engages in a process that allows for pre-rulemaking input on measures, allowing several opportunities for such input, one of which being that CMS tasks contractors with convening Technical Expert Panels (TEPs).

### **What is a TEP?**

A TEP is a group of stakeholders and experts who provide technical input to a measure contractor on the development, selection, and maintenance of measures for which CMS contractors are responsible.

### **Assembling the Panel**

The contractors that convene the TEPs aim to involve a wide variety of perspectives, including individuals with expertise in the relevant fields including clinicians, statisticians, quality improvement experts, methodologists, and pertinent measure developers, as well as consumers and patients, are encouraged to submit nominations.

Approximately 9-15 individuals are chosen to provide input to the CMS measure contractor based on their personal expertise. Members generally represent a diversity of perspectives and backgrounds.

### **Meeting Objectives**

Each TEP has different project objectives, such as providing input on the selection, development, and maintenance of measures. Generally, TEP members inform the direction and development of measures and provide input on potential revisions to the measure throughout the development process.

### **Format of the Panel**

TEPs are formed to provide expertise on a particular topic and are advisory to the CMS contractor. The TEP meets using a webinar and telephone format, and provides feedback to the contractor. Each TEP is dissolved at the conclusion of its work.

### **What is the Selection Process?**

In order to serve on a TEP, nominees must generally submit the following information: A completed and signed TEP nomination form; a letter of interest (not to exceed two pages)

highlighting experience/knowledge relevant to the described measure; and a curriculum vitae and/or list of relevant experience. Self-nominations are welcome.

**Benefits of Volunteering on a TEP**

The TEP selection process is competitive; membership demonstrates both expertise in your field and a commitment to your profession, which will be reflected on your CV for years to come. TEP members make invaluable contributions to their specialty and are recognized by ARN for their contributions. While serving on a TEP requires a small time commitment, serving on a TEP is professionally beneficial and may lead to enhancing your professional profile. While serving on the panel will lead to more recognition of your profession, you can also develop networks and raise awareness of rehabilitation nursing. TEP meetings and conference calls are a great way to make contacts with fellow experts from all over the country.

If you are interested in serving on a TEP, please contact Sarah Nichelson at [snichelson@connect2amc.com](mailto:snichelson@connect2amc.com).