



## **Procedure for Observer or Invited Guest Attendance at Meetings**

The Council on Credentialing in Pharmacy welcomes the participation of organizations and individuals wishing to observe its meetings and deliberations for the following purposes:

- to better evaluate the interest of an organization as a potential member of the Council;
- to learn about the activities and policies of the Council and the credentialing programs of its member organizations;
- as an educational/learning experience for student pharmacists, pharmacy residents, policy fellows, or others with an interest in pharmacy credentialing issues;
- as a result of the invitation of the Council itself or one of its member organizations.

### **Member Organizations:**

The Council's bylaws provide for the participation in any meeting of up to three representatives of a member organization, inclusive of the organization's director. This should usually accommodate the ability of student pharmacists, pharmacy residents, or others affiliated at that time with a member organization to attend the meeting. Member organizations are encouraged to adhere to this procedure but may seek exceptions when necessary by communicating with the Secretary/Treasurer of the Council.

### **Non-member Organizations:**

Non-member organizations seeking or invited to observe meetings of the Council may contact or will be contacted by the Secretary/Treasurer of the Council regarding the date, time, location, and agenda of the Council's meetings.

Participation of observers representing non-member organizations is limited to a maximum of two persons in a particular meeting. Non-member organizations' participation as an observer shall not exceed two meetings of the Council.

**Questions regarding either this procedure or the Council should be directed to the Secretary/Treasurer of the Council.**

**Adopted by the Board of Directors  
August 2008**