

Checklist for Virtual House of Delegates

March Virtual House		May Virtual House (TENTATIVE)		November Virtual House	
Prior to March 1	☐ Welcome Message from the Chair ☐ Second Message from the Chair ☐ Sign Up for HOD Connect Community ☐ Register for House of Delegates Welcome Webinar (held Feb 23) ☐ Review Proposed Policies Posted to HOD Website and HOD Connect ☐ Solicit Input on Proposed Policies from Constituents ☐ Discuss Proposed Policies on ASHP HOD Connect	March 26 to May 1	☐ Messages from the Chair re: May Virtual House ☐ Continue to Solicit Input on Proposed Policies from Constituents ☐ Continue to Discuss Proposed Policies on ASHP HOD Connect	July to October 15	☐ Messages from the Chair re: November Virtual House
	☐ Continue to Solicit Input on Proposed Policies from Constituents ☐ Continue to Discuss Proposed Policies on ASHP HOD Connect ☐ Add Simply Voting to Approved Contacts		☐ Review Discussion of Proposed Policies on HOD Connect ☐ Continue to Solicit Input on Proposed Policies from Constituents ☐ Discuss Proposed Policies on ASHP HOD Connect		☐ Review Proposed Policies Posted to HOD Website and HOD Connect ☐ Solicit Input on Proposed Policies from Constituents ☐ Discuss Proposed Policies on ASHP HOD Connect
	March 13 March 20 March 26		☐ Voting Opens at 12:01 a.m. ET ☐ Voting Closes at 5:00 p.m. ET ☐ Results Announced by the Chair		☐ Voting Opens at 12:01 a.m. ET ☐ Voting Closes at 5:00 p.m. ET ☐ Results Announced by the Chair
After the Virtual House, Delegates Should Communicate Outcomes of the HOD to Constituents and Visit the HOD Website and HOD Connect to Prepare for RDCs, the May Virtual		After the Virtual House, Delegates Should Visit the HOD Website and HOD Connect to Prepare for the June Meetings		After the Virtual House, Delegates Should Communicate Outcomes of the House of Delegates to Their Constituents	

For more information, visit <https://www.ashp.org/House-of-Delegates> or email the Chair of the House at hodchair@ashp.org.