



## **Medicaid Advisory Committee (MAC)**

### **Recruitment Policy**

#### **Overview**

The MAC is an advisory committee to the state Medicaid Administrator concerning health and medical care services in the state. This document outlines the recruitment policy.

#### **Members**

As required by [CFR 431.12](#) and NRS [422.151-155](#)<sup>1</sup>

#### **Voting Members**

1. A person who holds a license to practice medicine in this state and is certified by the Board of Medical Examiners in a medical specialty.
2. A person who holds a license to practice dentistry in this state
3. A person who holds a certificate of registration as a pharmacist in this state
4. A member of a profession in the field of health care who is familiar with the needs of persons of low income, the resources required for their care and the availability of those resources
5. An administrator of a hospital or a clinic for health care
6. An administrator of a facility for intermediate care or a facility for skilled nursing
7. A member of the Division's executive leadership
8. A member of an organized group that provides assistance, representation or other support to recipients of Medicaid
9. Recipients of Medicaid who concurrently serve on the State's Beneficiary Advisory Council under NRS 422.15.xxx<sup>2</sup> in an amount equal to a minimum of 25% of the total voting membership of the Medicaid Advisory Committee.
10. A representative of each of the Division's contracted managed care plans.
11. The Medicaid Medical Director

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<sup>1</sup> Updated NRS transitioning Medical Care Advisory Committee to Medicaid Advisory Committee pending 83<sup>rd</sup> (2025) session of the Nevada Legislature.

<sup>2</sup> Statute to be updated following the 83<sup>rd</sup> (2025) session of the Nevada legislature pending bill approval



## Non-voting members

1. The Administrator of the Division of Welfare and Supportive Services, the Administrator of the Aging and Disability Services Division, and the Administrator of the Division of Child and Family Services or his or her designee shall serve as ex officio, nonvoting members of the Medicaid Advisory Committee.

## MAC Member Recruitment Process

1. To allow for the Medicaid Advisory Committee to turn over only a percentage of its members at one time and continuity of operations from the *legacy Medical Care Advisory Committee* (MCAC), the initial committee shall include four (4) current members of the MCAC for a term of one (1) year. This initial term for legacy MCAC members will commence July 1, 2025, and expire June 30, 2026.
  - a. Appointed legacy MCAC members shall be:
    - i. John Phoenix, filling #4 above
    - ii. Sharon Austin-Moffit, filling #6 above
    - iii. Dawn Lyons, filling #8 above
    - iv. Dr. Todd Gray, filling #2 above
2. Recruitment for voting members as required by CFR 431.12 and NRS 151-155, shall be as follows:
  - a. A recruitment announcement indicating vacant position(s) shall be posted on the DHCFP website under the Medicaid Advisory Committee page.
  - b. A recruitment announcement indicating vacant position(s) shall be distributed via the DHCFP Provider listserv and via Web Announcement through the Provider Portal.
  - c. A recruitment announcement indicating vacant position(s) shall be distributed via DHCFP community and stakeholder groups.
  - d. Recruitments will remain active until needs are filled.
  - e. All recruitment announcements will include information on how to apply for a committee position along with contact information for any questions.
  - f. Recruitment announcements will be distributed bi-weekly until recruitment needs are met.
3. Application Process
  - a. Interested parties may apply for a vacant committee position by completing the [DHHS Agency Application](#). Applicants are highly encouraged to specify the MAC vacant committee position applying for on the application. Once an application is received, it will be forwarded for review of appointment.



# NEVADA MEDICAID

STATE OF NEVADA DEPARTMENT OF HEALTH AND HUMAN SERVICES  
DIVISION OF HEALTH CARE FINANCING AND POLICY

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Applicants will receive notification of either appointment or that Committee membership needs are already met.

- b. Interested parties must also email a copy of their current resume or CV to [communityandprovider@dhcp.nv.gov](mailto:communityandprovider@dhcp.nv.gov) for consideration.

#### 4. Application Review

- a. All applications received for the MAC will be reviewed to determine if the applicant meets the required criteria for the position applying for.
- b. Application review will be completed by DHCFP staff responsible for providing administrative support to the MAC.
- c. Once an applicant has been determined to meet the criteria for the committee position applied for, the applicant will receive notification from the Director of the Nevada Department of Health and Human Services (DHHS). This notification letter will document term of the appointment as well as contact information for the DHCFP MAC administrative support staff.

#### 5. List of applicants

- a. A list of all applicants will be maintained by DHCFP MAC administrative support staff to assist with filing vacancies as they occur on the MAC.

#### 6. Vacancies

- a. Vacancies occurring due to member resignation or term limit will follow items 2 and 3 above.