

Family Delegate

Roles & Responsibilities

What is an AMCHP Family Delegate?

Each Title V program paying dues may designate up to five delegates who have voting rights and the fifth delegate seat must be held by a family liaison to the Title V program. According to AMCHP's by-laws, a Family Delegate is defined as a family member. This includes, but is not limited to, parents and other family members (e.g. grandparent, adult sibling, etc.) and legal custodians with lived experience of a child or youth with special health care needs. The Family Delegate is an active advocate for all families in their state/ territory, including families with special health care needs, and works within state, territorial, and/or community systems of care to advise, promote, and educate families and program/policy leaders on new and existing policies/programs.

Choosing a Family Delegate is a vital step toward meaningful family involvement and connecting families with counterparts across the country. At present, 31 states have Family Delegates and AMCHP realizes that not all states/territories have the same capacity to involve families. However, AMCHP urges all states/territories to appoint a Family Delegate because the ultimate success of any policy or program initiative depends on its ability to meet the needs of families. Family Delegates are key stakeholders in their families and children's care and can serve as an invaluable resource to AMCHP, state and territorial Title V programs, the Maternal and Child Health Bureau (MCHB), and other organizations.

Recommended Roles & Responsibilities of Family Delegates

Family Delegates have important roles and responsibilities at the local, state, and national levels and should be prepared to actively engage in some of the following activities:

Family Support:

- Development of a peer support system or parent council of Family Delegates (national-, state- and local-level support).
- Help build a community stakeholder network.
- Advocacy, support and guidance to families relevant to navigating the Title V program system.
- Liaison to families, the Title V program, AMCHP, and family or other health and human services organizations.
- Advocate, support and guide families in navigating the Title V system.



Policy and/or Advocacy:

- Policy development and decision-making process to assist management in determining program outcome (performance) measures, block grant review, data-collection systems, care coordination, outreach, and evaluation/assessment.
- Participation on advisory boards, state committees or program council structures, MCH-related advisory boards, committees or councils.

Education/Professional Development:

- Social marketing campaigns and promotional product development (brochures, flyers, fact sheets, pamphlets, guides, needs assessment survey, opinion surveys, resource library, center service delivery systems and webpages) and on review teams (design, delivery and evaluation of program goods and services).
- Attend the AMCHP conference (financially supported by state/territory).

Program/Title V Support:

- System of care processes (advise on “Best Practices” for program and its consumers, participate in a medical home or cultural competency programs).
- Advance and plan Title V program community outreach and professional development efforts (trainings, support group meetings, awareness campaigns, rallies, technical assistance, conferences, focus groups, etc.).
- Technical assistance to the Title V program regarding the implementation of program services, policies, procedures and strategic planning.
- Recommend outcome (performance) measures.
- Participate in annual Title V MCH Services Block Grant review.
- Assist with MCH marketing/promotional brochures, flyers, fact sheets, etc.
- Promote program activities and initiatives.

