**SAMPLE MEMORANDUM**

To: System Management

From: [CEO]

Date: [DATE]

Subject: 2023 HOSPAC Campaign

Dear [Name],

The decisions made by our elected officials in Raleigh and Washington D.C. have a tremendous impact on our health system and the community we serve. The North Carolina Hospital Association Political Action Committee (HOSPAC) is one way for health system leaders to elect healthcare champions and engage with elected officials.

Hospitals and health systems have much at stake in the political process on issues including regulation, patient access to care, adequate reimbursement, improving patient safety, and ensuring our patients and our community remains at the center of the healthcare debate. Some of the issues currently facing hospitals and health systems in 2023 include Medicaid expansion, the Healthcare Access and Stabilization Program (HASP), the behavioral health crisis, Medicaid privatization, and certificate of need. These items are incredibly complex, and our leaders need to provide lawmakers with an understanding of the effect their decisions will have on our ability to meet the healthcare needs of our communities. HOSPAC serves as a vehicle to meet directly with candidates and elected officials to discuss the challenges our health system faces.

In 2022, HOSPAC was able to distribute over $257,000 to state candidates for primary and general elections, but we know that the political landscape will only become more competitive. For context, transparencyusa.org identified 46 other political action committees that surpassed HOSPACs distributions. HOSPAC is already beginning to plan for the 2024 election cycles and seeks to grow its influence to support candidates and healthcare champions and is issuing a call to action to its members to surpass their HOSPAC goals in 2023 and 2024. Our goal is to raise\_\_\_\_\_\_ by June 30, 2023.

I encourage you to be active in the political process to help our elected officials understand the issues that affect our patients, communities, and health system. If you choose to participate, HOSPAC contributions can be made via credit card at ncha.org/hospac, or by completing the attached contribution card and writing a check to HOSPAC. You support is entirely voluntary, and contributions are not tax deductible. Please let me know if you have questions or concerns.