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Sample Meeting Agenda for Compliance Committee

By Nina Youngstrom

Here's an example of a compliance committee meeting agenda.^[1] It appears in the Health Care Compliance Association's *Healthcare Compliance Forms and Tools* and was developed by Cornelia Dorfschmid.

[NAME] Health System

Regular Meeting of the Corporate Compliance Committee (CCC)

Time: [TIME] [A.M./P.M.]–[TIME] [A.M./P.M.] [TIME ZONE]	Date: [MM/DD/YYYY]
Location: [ROOM NAME], [BUILDING NAME]	Remote Access: via [TEAMS, ZOOM, or Webex]

Members	Guests
<ul style="list-style-type: none">• _____ [NAME], [JOB TITLE]• _____ [NAME], [JOB TITLE]• _____ [NAME], [JOB TITLE]• _____ [NAME], [JOB TITLE]• _____ [NAME], [JOB TITLE]• _____ [NAME], [JOB TITLE]	<ul style="list-style-type: none">• _____ [NAME], [JOB TITLE]• _____ [NAME], [JOB TITLE]• _____ [NAME], [JOB TITLE]

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