

NEW CHAPTER QUICK START GUIDE

STARTING AN AEQUITAS HEALTH CHAPTER AT
YOUR MEDICAL SCHOOL



"If access to healthcare is a human right, who is considered human enough to have that right?"

PAUL FARMER



INTRODUCTION

Starting an Aequitas Health chapter at your medical school is an admirable initiative to promote health equity and address health disparities. We've put together this quick guide to help you get started, but remember we're always here to answer any questions you have along the way.

It is essential to maintain open lines of communication with your medical school administration, student affairs office, and the national Aequitas Health organization throughout the process. They can provide guidance, support, and additional resources to help you establish and sustain your Aequitas Health chapter successfully.

Best of luck in starting your Aequitas Health chapter and making a meaningful impact in promoting health equity within your medical school and local communities!

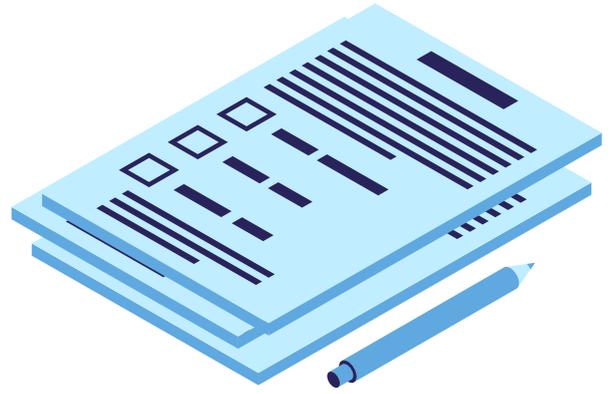


RESEARCH & PLANNING

- Familiarize yourself with the requirements and guidelines for starting a new student organization at your medical school. This process may involve the Dean of Student Affairs or the Dean of Diversity to understand the necessary procedures and documentation.
- Identify passionate individuals who share your vision for health equity to form a leadership team for the local Aequitas Health chapter. This team will play a crucial role in establishing and managing the chapter.
- Reach out to the national Aequitas Health organization once you are ready to start a chapter.

CHAPTER CHARTER

- Draft a chapter charter that outlines the purpose, goals, and activities of your local Aequitas Health chapter. This document should align with the mission and values of Aequitas Health as a national organization.
- A sample charter will be provided by the national Aequitas Health organization as a reference and guide.



ELECTION PROCESS FOR FELLOWS

- Develop an election process to select medical students as fellows of your local Aequitas Health chapter. This process should be fair, transparent, and inclusive. Establish clear guidelines for the application and evaluation process. Create a timeline for the election process, including the nomination period and the voting procedure.
- Fundamental to this process is creating an application and evaluation system that assesses the candidates' dedication to health equity and health disparities. Ensure the process identifies outstanding students to be selected each year (no more than 10% of the graduating class).
- Consider involving faculty members or community advisors to provide guidance and ensure a rigorous selection process.

FINANCIAL OBLIGATIONS

- Determine the process to pay the annual fee required to maintain your Aequitas Health chapter. As of now, the annual fee for a chapter is \$100.
- **NO FEES WILL EVER BE COLLECTED FROM FELLOWS.**



CONNECTION WITH THE NATIONAL ORGANIZATION

- Reach out to the national Aequitas Health organization to officially notify them about your intention to establish a local chapter at your medical school and submit your chapter charter for approval.
- Stay in communication with the national organization regarding the annual election of new fellows. Provide the necessary information and updates about your chapter's activities, achievements, and any changes in leadership.

DEVELOP LOCAL HEALTH EQUITY PROJECTS

- Elected fellows are required to develop local health equity projects within your medical school and/or surrounding communities. Collaborate with community organizations, healthcare providers, and other stakeholders to implement initiatives that address health disparities.
- Seek funding opportunities locally through your school or other means to support these projects.