

Withdrawal/Redaction Sheet

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
001. form	HEW-410, Supplemental Information - Expert or Consultant, Sheila Katz (partial) (1 page)	nd	b(6)

COLLECTION:

Federal Records
White House Commission on Complementary and Alternative Medicine Policy [WHCCAMP]

OA/Box Number: 43236

FOLDER TITLE:

Appointment Papers-SMK [Sheila Moriber Katz] Job, Executive Director

2011-0568-S

kc879

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

- P1 National Security Classified Information [(a)(1) of the PRA]
- P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
- P3 Release would violate a Federal statute [(a)(3) of the PRA]
- P4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
- P5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]
- P6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

RR. Document will be reviewed upon request.

Freedom of Information Act - [5 U.S.C. 552(b)]

- b(1) National security classified information [(b)(1) of the FOIA]
- b(2) Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
- b(3) Release would violate a Federal statute [(b)(3) of the FOIA]
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- b(6) Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]
- b(7) Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]
- b(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
- b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

Box Number	Box Size	RC Disposal Authority	Originator	Record Medium	Record Status	Comments/Description	Dates	Retention Period	RC Disposal Date	RC Inclusive Dates
NIH-123c	0	1100-G-5	White House Commission on Complementary and Alternative Medicine Policy	Paper	Official Record Copy	Resumes, appointment notice, request for personnel action, direct deposit forms, etc. PRIVACY ACT. Commission ended 3/2002	2000-2002	Cut-off 1/yr after complete; D/6 yrs after cut-off	3/2009	2000-2002

01 -- Appointment Papers-SMK Job Executive Director 2000
 02 -- Hellman, Samuel [empty]
 03 -- Bernier, George 2000
 04 -- Bresler, David 2000-2001
 05 -- Chappell, Thomas 2000-2001
 06 -- Chow, Effie 2000
 07 -- DeVries, George 2000
 08 -- Fair, William [deceased] 2000-2002
 09 -- Fins, Joseph 2000
 10 -- Gordon, Jim 2000-2001
 11 -- Gutierrez, Veronica 2000-2001
 12 -- Jonas, Wayne 2000-2001
 13 -- Kerr, Charlotte 2000
 14 -- Larson, Linnea 2000
 15 -- Low Dog, Tieraona 2000-2001
 16 -- Ornish, Dean 2000
 17 -- Paz, Conchita 2000
 18 -- Joseph Pizzorno 2001
 19 -- Rolin, Buford 2000-2001
 20 -- Scott, Julia 2000-2001
 21 -- Tian, Xiaoming 2001
 22 -- Warren, Donald 2000-2001

WHCCAM

Appointment

1100-G-5

Cut off 1 year after complete (2003)

Destroy 6 yrs after cut off (2009)



DEPARTMENT OF HEALTH & HUMAN SERVICES

Public Health Service

National Institutes of Health
Bethesda, Maryland 20892

MAR 10 2000

TO: Director, NCCAM

FROM: Executive Officer, NCCAM

SUBJECT: Appointment of Dr. Sheila Katz as a Special Expert

This is to request approval of the re-appointment of Sheila Katz, M.D., M.B.A., as a Special Expert in the National Center for Complementary and Alternative Medicine, to serve as Executive Director of the White House Commission on Complementary and Alternative Medicine Policy (Commission).

Background:

When Public Law 105-277, 122 Stat.2681 established the National Center for Complementary and Alternative Medicine at the NIH, the Senate Report No. 105-300 accompanying the bill called for a White House Commission on Complementary and Alternative Medicine Policy. In anticipation of the establishment of the Commission, Dr. Sheila M. Katz was appointed as a Special Expert on September 26, 1999 to begin to identify and recommend CAM issues, as well as conceptual and analytical approaches to assess such issues, that might warrant the attention of the President's Commission to assure that public policy maximizes the benefits to Americans of appropriate use of complementary and alternative medicine. A copy of the initial appointment justification is attached.

With the signing of Executive Order 13147 of March 7, 2000, the Commission is officially established. Therefore, we recommend a conversion to a new Special Expert appointment for Dr. Katz at her current salary of \$122,400 to accurately reflect her duties as Executive Director and to coincide with the two year duration of the Commission specified in the Order. Please indicate your concurrence with this new appointment by signature below.


Camille Hoover

Concur: 

Date: 3/10/00



SEP 15 1999

TO: Acting Director, NCCAM

FROM: Acting Executive Officer, NCCAM

SUBJECT: Appointment of Dr. Sheila Katz as a Special Expert

This is to request approval of the appointment of Sheila Katz, M.D., M.B.A., as a Special Expert in the National Center for Complementary and Alternative Medicine.

Background:

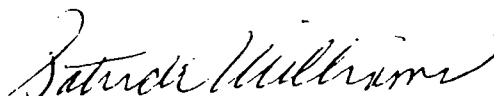
When Public Law 105-277, 122 Stat.2681 established the National Center for Complementary and Alternative Medicine at the NIH, the Senate Report No. 105-300 accompanying the bill called for a White House Commission on Complementary and Alternative Medicine. This Commission is to study and report on public policy issues in the rapidly expanding field of complementary and alternative medicine (CAM). These issues include the education and training of health care practitioners, coordinated research to increase knowledge about CAM practices and products; reliable and useful information for health professionals that can be made readily accessible and understandable to the general public; and guidance for appropriate access and delivery of CAM.

The incumbent will identify and recommend CAM issues, as well as conceptual and analytical approaches to assess such issues, that may warrant the attention of the President's Commission to assure that public policy maximizes the benefits to Americans of appropriate use of complementary and alternative medicine. This will require the identification, planning and prioritization of staff activities needed to facilitate the work of the Commission, its subcommittees, and ad hoc working groups focusing on outcome-based strategic planning initiatives. The incumbent will work intensively and extensively with a range of persons including Department and Agency Heads, clinical researchers, and institutional research administrators. The nature of the assignment will require the incumbent to be in daily contact with top executives throughout the Federal government, as well as with the Executive Office of the President and multiple Departments and Agencies. Contacts will also be with high ranking state and local officials, foreign government representatives, members of the press and individuals of recognized professional standing in academia, research, medicine, law, national public interest, and other diverse groups. This equates to Senior Executive level responsibilities and requires a person with the highest of medical, scientific and managerial credentials.

Candidate Information:

Sheila Katz, M.D., M.B.A., a nationally recognized academic, medical and institutional leader, pathologist and scholar, is just such a person. She obtained her M.D. from Duke University, did postgraduate work at Yale, Harvard and the University of Pennsylvania and obtained a M.B.A. from The Wharton School. As interim Dean, she shepherded Hahnemann University School of Medicine through a merger with the Medical College of Pennsylvania into the Allegheny Health Education and Research Foundation (AHERF). As a co-founder of the school of Public Health, Allegheny University of the Health Sciences, she also served as its Senior Associate Dean and Chief Academic Officer before becoming Special Assistant to the President and CEO of AHERF. She has authored over 100 peer-reviewed scientific publications and has presented more than 80 scientific abstracts and presentations. Her experience in promoting institutional vision, authoring strategic and business planning documents, developing multifaceted thematic research strategies coupled with her scientific credentials make Dr. Katz a preeminent choice for this project.

Since Dr. Katz currently commands an income of \$185,000, it is recommended that her annual salary be set at \$118,400 which is the maximum allowable for a Special Expert. Please indicate your concurrence with this appointment by signature below.


Patrick Williams

Concur: 

Date: 9/15/99

Withdrawal/Redaction Marker

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[001]

SUPPLEMENTAL INFORMATION - EXPERT OR CONSULTANT
(Submit with request for Personnel Action, SF-52)

1. NAME OF PERSON (Last, first, middle initial) Katz, Sheila Moriber	2. TOTAL PERIOD FOR WHICH APPOINTMENT IS REQUESTED (Entire year (365) days or a shorter period.) Two years - NTE March6, 2000
3. MAILING ADDRESS (b)(6) Gladwyne, PA 19035	4. APPROXIMATE NUMBER OF DAYS PERSON IS EXPECTED TO PERFORM SERVICES DURING THIS PERIOD. Full Time - ~ 260 days per year.

5. SERVICES TO BE PERFORMED:

A. EXPLAIN IN FULL THE SERVICES TO BE PERFORMED:

Public Law 105-277, 122 Stat.2681 established the National Center for Complementary and Alternative Medicine at the NIH and Executive Order 13147 of March 7, 2000, established the White House Commission on Complementary and Alternative Medicine Policy (Commission). This Commission is to provide a report, through the Secretary, DHHS, to the President on legislative and administrative recommendations for assuring that public policy maximizes the benefits to Americans of complementary and alternative medicine. The recommendations shall address the education and training of health care practitioners in complementary and alternative medicine; coordinated research to increase knowledge about complementary and alternative medicine practices and products; the provision to health care professionals of reliable and useful information about complementary and alternative medicine that can be made readily accessible and understandable to the general public; and guidance for appropriate access to and delivery of complementary and alternative medicine. The incumbent serves as Executive Director with broad responsibilities to assist in identifying and recommending CAM issues, as well as conceptual and analytical approaches to assess such issues, that may warrant the attention of the President's Commission. The incumbent will direct staff preparation of briefings and reports on the various activities and initiatives of the Commission, and plan and prioritize staff activities needed to facilitate the work of the Commission, its subcommittees, and ad hoc working groups.

B. SPECIFY WHAT DUTIES WILL BE ASSIGNED THAT WILL INVOLVE THE PERSON IN THE TRANSACTION OF BUSINESS ON BEHALF OF THE GOVERNMENT WITH ANY PROFIT OR NON-PROFIT ORGANIZATION:

None

C. SPECIFY WHAT DUTIES WILL BE ASSIGNED THAT WILL INVOLVE THE PERSON IN THE RENDERING OF ADVICE TO THE GOVERNMENT WHICH WILL HAVE DIRECT, AND PREDICTABLE EFFECT ON THE INTERESTS OF ANY PROFIT OR NON-PROFIT ORGANIZATION:

None

6. SPECIAL QUALIFICATIONS OF THE PERSON RECOMMENDED FOR APPOINTMENT (List those which relate specifically to the services to be performed.)

Sheila Katz, M.D., M.B.A., is a nationally recognized academic, medical and institutional leader, pathologist and scholar. She obtained her M.D. from Duke University, did postgraduate work at Yale, Harvard and the University of Pennsylvania and obtained a M.B.A. from The Wharton School. As interim Dean, she shepherded Hahnemann University School of Medicine through a merger with the Medical College of Pennsylvania into the Allegheny Health Education and Research Foundation (AHERF). As a co-founder of the school of Public Health, Allegheny University of the Health Sciences, she also served as its Senior Associate Dean and Chief Academic Officer before becoming Special Assistant to the President & CEO of AHERF. She has authored over 100 peer-reviewed scientific publications and has presented more than 80 scientific abstracts and presentations. Her experience in promoting institutional vision, authoring strategic and business planning documents, developing multifaceted thematic research strategies coupled with her scientific credentials make Dr. Katz a preeminent choice for this project.

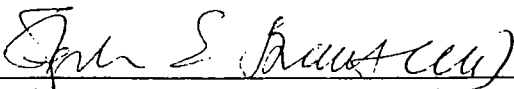
NOTE: COMPLETE REQUIRED CERTIFICATION ON OTHER SIDE OF FORM.

CERTIFICATION

In approving the appointment of this consultant/expert, I have considered the requirements of law, relevant decisions of the Comptroller General, and Civil Service Commission and Department policies and instructions. More specifically, I have satisfied myself of the following.

1. The services of the individual are essential for effective program management.
2. The duties to be performed are those of (check one)
☐ a consultant (that is, they are purely advisory in nature and will not include the performance or supervision of operating functions).
☒ an expert (that is, they require a high level of expertise not available in the regular work force).
3. The proposed appointee is qualified to (check one)
☐ provide advisory services as a consultant.
☒ serve as an expert as that term is used in FPM Chapter 304-1.
4. The appointment is appropriately designated as (check one)
☐ intermittent (the individual will work occasionally and irregularly).
☒ temporary (the individual will work on a regular basis for temporary period).
5. The appropriate appointment authority is being used.
6. The pay level is appropriate for the duties to be performed and the qualifications of the appointee.
7. The record of appointment has been clearly documented to show the services to be performed and the special qualifications of the appointee which relate specifically to those services.
8. A statement of employment and financial interests has been obtained and it has been determined that no conflict of interest exists.

3/10/00
Date


Signature of Program Manager Authorized to Obtain the Consultant's/Expert's Services (This certification relates particularly to items 1,2,3,6,7 and 8.)

3-10-2000
Date


Signature of Appointing Official (This certification relates particularly to Items 2 through 8.)

PHOTOCOPY
PRESERVATION

CLINTON LIBRARY PHOTOCOPY

Katz, Sheila Moriber (NCCAM)

From: Villone, Shirley (NCCAM)
Sent: Friday, March 24, 2000 4:55 PM
To: Katz, Sheila Moriber (NCCAM)
Cc: Beaven, Vida (OD); Hoover, Camille (NCCAM)
Subject: New Appointment- White House Commission - Executive Director

Good Afternoon, Dr. Katz:

Just wanted to advise you that we have converted you to a new Special Expert appointment, effective March 12, 2000, to document your official operational title as Executive Director for the White House Commission on Complementary and Alternative Medicine Policy in your appointment papers. Your appointment has a not to exceed date of March 6, 2002, which coincides with the initial time limitation set forth in Executive Order 13147 of March 7, 2000. This will be a seamless transition; no further action is required on your part, except for completing a confidential financial disclosure report in relation to your new appointment. I am having that, along with a copy of the new appointment papers, sent to you by Federal Express. Should you have any questions or concerns, feel free to contact me.

Shirley B. Villone

Human Resource Manager
National Center for Complementary and Alternative Medicine
National Institutes of Health
Bldg. 31, Room 5B-58
Office: (301) 435-5657
Fax: (301) 480-3519