



WV Beneficiary Advisory Council (BAC) – By Laws

ARTICLE I — NAME

The official name of this organization shall be the **Beneficiary Advisory Council** (hereinafter referred to as the “Council”), which operates in partnership with the **Bureau for Medical Services** (hereinafter referred to as the “Bureau”), the State Medicaid and West Virginia Medicaid or the Children’s Health Insurance Program (WVCHIP) Agency for West Virginia.

ARTICLE II — PURPOSE

In accordance with federal requirements enacted in 2025, each state Medicaid program must establish a Beneficiary Advisory Council (BAC).

The Council shall comprise individuals with direct experience in West Virginia’s Medicaid and/or WV WVCHIP programs. This “lived experience” includes:

- Current or former members of West Virginia Medicaid or WV WVCHIP
- Family members of Medicaid and/or WV WVCHIP recipients
- Caregivers or legal guardians of Medicaid and/or WV WVCHIP recipients

The purpose of the Council is to elevate the voices of those with lived experience by providing informed recommendations to the Bureau for Medical Services. These recommendations aim to enhance the design, delivery, and accessibility of services provided to Medicaid and WV WVCHIP beneficiaries across the state.

Council members will provide ongoing feedback on the administration and operational aspects of West Virginia’s Medicaid and WV WVCHIP programs, including but not limited to:

- Enrollment, application, and renewal procedures
- Outreach and beneficiary engagement strategies
- Access to and quality of medical, behavioral health, and substance use disorder services
- Affordability, efficiency, and overall quality of care within the Medicaid and WV WVCHIP systems

ARTICLE III — MEMBERSHIP

Eligibility for Council membership shall require verified lived experience with West Virginia Medicaid or WVCHIP. Eligible applicants may include:

- Current or former Medicaid or WVCHIP beneficiaries
- Immediate family members of beneficiaries
- Legal guardians or caregivers of beneficiaries

Applicants must not have been subject to exclusion from Medicaid or WVCHIP due to fraud, waste, or abuse.

The Council shall strive to reflect the geographic and demographic diversity of West Virginia. During the application review process, the Bureau will consider factors such as regional representation, age, race, ethnicity, and other relevant demographic characteristics.

All applicants are required to complete an official BAC application, which includes eligibility verification questions and demographic information to assist in selection and ensure equitable representation.