

COVER SHEET FOR AMENDMENT OF POST-TRAVEL SUBMISSION

Date/Time Stamp

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2022 OCT -5 PM 1:04

Instructions: Use this form as a cover sheet for any paperwork you may need to submit to the **Office of Public Records** in order to make your Privately Sponsored Post-Travel Submission complete in accordance with Rule 35. **Only complete this form if you need to submit an amendment to a post-travel filing you have already submitted.**

SUBMIT DIRECTLY TO THE OFFICE OF PUBLIC RECORDS IN 232 HART BUILDING

Name of Traveler: Audrey Smith

Employing Office/Committee: Senator Joe Manchin III

Travel Expenses Paid by (List all sources): Healthcare Information and Management Systems Society (HIMSS)

Travel Date(s): 3/14/22 - 3/17/22

Description/Title of Attached Forms: _____

Invitation from HIMSS, RE-1 (Employee Pre-Travel Authorization Form)

Purpose of Amendment (describe the reason for amending original submission): _____

Forms missing from the package that the Committee received from OPR.

10/5/22

(Date)



(Signature of Traveler)

Audrey Smith
Senior Policy Adviser for Sen. Joe Manchin
306 Hart Senate Office Building
Washington, DC 20510

February 2nd, 2022

Dear Ms. Smith

I am pleased to extend this invitation for you to attend the **2022 HIMSS Global Health Conference and Exhibition** in Orlando Florida, taking place **March 14-18th, 2022**. This unique educational opportunity will allow you to learn about the potential and the challenges for healthcare information and technology to help transform the global health ecosystem and reimagine health and wellness for everyone, everywhere. Consistent with Senate and House of Representatives ethics rules, HIMSS is extending to you an invitation to attend HIMSS22 for up to three nights during the conference, as your schedule and the congressional schedule permit.

HIMSS, is a global advisor and thought leader supporting the transformation of the health ecosystem through information and technology. As a mission-driven non-profit, HIMSS offers a unique depth and breadth of expertise in health innovation, public policy, workforce development, research and analytics to advise global leaders, stakeholders and influencers on best practices in health information and technology. Our members include more than 100,000 individuals, 480 provider organizations, 470 non-profit partners and 650 health services organizations. HIMSS also supports more than 55 chapters globally, bringing health information and technology professionals together in local forums to share ideas and experiences.

The HIMSS Global Health Conference and Exhibition is one of the healthcare sector's leading conferences. HIMSS22 will include hundreds of highly vetted sessions from industry leaders, renowned keynote speakers, specialty programs to meet distinct needs, and hands-on preconference symposia and forums. Attendees include hospital executives, physicians, practice managers, nurses, pharmacists, and other healthcare providers, federal, state, and local government representatives, public health professionals, and

technology vendors and market suppliers. To learn more about HIMSS22 please visit <https://www.himss.org/global-conference>. During the conference, you may be especially interested in participating in a range of policy exhibits and discussions, including the HIMSS Interoperability Showcase, Cybersecurity Command Center, Federal Health Pavilion, , Consumerism/Patient Engagement Pavilion, Innovation Live, and other educational opportunities.

For over ten years, HIMSS has offered paid educational opportunities for select policymakers to attend the HIMSS Global Health Conference to learn about the policy issues and challenges of the system-wide adoption of health information and technology. Consistent with Senate and House ethics rules, HIMSS is extending an invitation to attend HIMSS22 for up to three days (72 hours, excluding travel time). HIMSS does not employ or engage a registered lobbyist or lobbying firm, nor do we serve as a foreign agent.

In response to the ongoing COVID-19 pandemic, to ensure the health and safety of all attendees, HIMSS has maintained the "Vaccination Required" approach from HIMSS21 for all attendees, exhibitors and HIMSS staff at HIMSS22. In practice, this means all HIMSS22 attendees, exhibitors and HIMSS staff will have to provide proof of their COVID-19 "full vaccination" in order to gain access to the HIMSS22 campus. More information can be found on the HIMSS22 Health and Safety Hub at <https://www.himss.org/global-conference/health-and-safety-hub>.

Upon acceptance of this invitation, we will provide the necessary documents to submit with your request for approval of privately sponsored travel to the Senate Select Committee on Ethics or the House Committee on Ethics, as applicable. Requests must be submitted at least 30 days prior to travel . HIMSS will also provide instructions to book your travel in compliance with applicable ethics travel rules.

Opportunities to attend this unique educational event are limited, so if you will be able to attend we kindly ask that you R.S.V.P no later than January 28, 2022 to allow enough time to submit your request to the Ethics Committee. Those responding will be accommodated on a first-come, first-serve basis.

If you have any questions, please feel free to contact Amanda Krzepick at akrzepicki@himss.org or 571.721.9277 or David Gray at dgray@himss.org or 703.562.8817.

Sincerely,

Thomas M. Leary, MA, CAE, FHIMSS

Senior Vice President, Government Relations

Phone: 571.331.2486

Email: tom.leary@himss.org

EMPLOYEE PRE-TRAVEL AUTHORIZATION

Date/Time Stamp:

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics** in **SH-220**. Incomplete and late travel submissions will **not** be considered or approved. This form **must** be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: Audrey SmithEmploying Office/Committee: Senator Joe ManchinPrivate Sponsor(s) (list all): Healthcare Information and Management Systems Society (HIMSS)Travel date(s): 3/14/22 - 3/17/22*Note: If you plan to extend the trip for any reason you **must** notify the Committee.*Destination(s): Orlando, FL

Explain how this trip is specifically connected to the traveler's official or representational duties:

As the congressional aide handling healthcare and health IT policy, this conference serves as an educational opportunity to learn more about healthcare delivery and its interaction with policy.

Name of accompanying family member (if any): _____

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

3/7/22

(Date)



(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

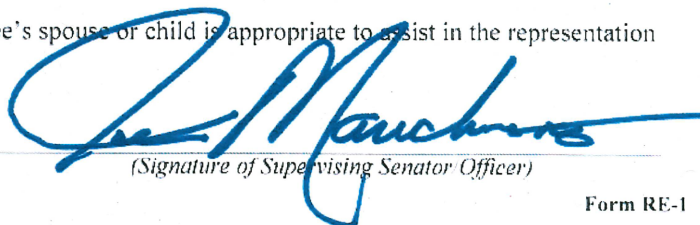
I, Joe Manchin III hereby authorize Audrey Smith
(Print Senator's Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

3/7/22

(Date)



(Signature of Supervising Senator Officer)

(Revised 10/19/15)

Form RE-1