

- Member/materially interested Non-member submits a DERF (Data Element Request Form)
- DERF is reviewed at a Work Group meeting and may be
 - Approved
 - Approved With Changes
 - Pended For Reason
 - Withdrawn
 - Denied
 - Not Applicable
 - For details on process, see DERF Process on the NCPDP website <http://www.ncdp.org/Standards/Standards-Development-Process>
- If DERF is approved, it is prepared into a standard that will go to ballot in the next scheduled ballot timeframe (semi-annually February and August)
- NCPDP Members and materially interested Non-Members may vote on a ballot and those members that vote become members of the Voting Canvass Group for the ballot session
- A vote on a ballot may be Affirmative, Negative with Reason, or Abstain
- A New Ballot with Negative Comments is valid only if it receives votes from 60% of the Voting Canvass Group and balance among the three categories of membership
 - Ballot is adjudicated at a next Work Group meeting. Ballot result tabulation and comments are posted to the appropriate Work Group page just prior to the Work Group meeting
 - Ballots with Negative with Reason comments must be classified as
 - Not Persuasive
 - Persuasive with Cures
 - Persuasive & Substantive
 - Persuasive & Substantive comments may require item(s) to be removed from the recirculation ballot
 - If ballot had comments and none were classified as Persuasive & Substantive, then the ballot is re-circulated with any approved changes
 - Re-circulated ballot is reviewed at a Work Group meeting but comments are not classified
- A New Ballot without Negative Comments is valid only if it receives votes from 60% of the Voting Canvass Group, balance among the three categories of membership and at least a 75% Approval rating. No re-circulation of the ballot is necessary
- There is an appeals process
- Ballot documents go to NCPDP Board of Trustees for final approval

Note: Detailed information on the Ballot Process may be found by reviewing the NCPDP Bylaws and Standing Operating Procedures at <http://www.ncdp.org/About-Us>