

CBSPAN STRATEGIC PLAN 2016-2017

Goal Accomplishment 2016

CBSPAN held its 3rd Annual PANAW seminar **January 30, 2016** at **Christiana Hospital in Newark, DE.**

CBSPAN awarded scholarship to three () active members to attend National Conference in April

CBSPAN submitted application for Gold Leaf Award

CBSPAN applied and received the Shining Star Award from ABPANC

CBSPAN supported ASPAN with money donated for National Conference support

CBSPAN supported the ASPAN Development with a donation to Hail, Honor, Salute in honor of **Connie Gull.**

CBSPAN awarded two scholarships for certification/renewal

2016 CBSPAN Clinical Excellence Award winner is Ann Burke from DC District!

Continuation of CBSPAN Leadership Orientation/Transition Policy and Paperwork

CBSPAN distributed welcome packets at the PANAW Seminar in January, 2016

CBSPAN survey of lapsed members to learn reasons membership was not renewed and encourage rejoining.

CBSPAN Needs Assessment distributed and collected at

CBSPAN supported/sponsored a member to attend NIWI March 2016

Community Service includes collecting items to donate to Shepherds' Place in Dover DE, a shelter for women and their children;

**Updated June 11, 2016*

Goals for 2016

CBSPAN will be the principle resource for members' perianesthesia education and knowledge

CBSPAN advocates for adherence to perianesthesia practice standards

CBSPAN will have a formal financial/budget process that ensures viability of the Component

CBSPAN will recognize members' achievement and milestones

CBSPAN promotes membership and participation locally and nationally

CBSPAN annually submits a GOLD Leaf Award application

CBSPAN annually submits a Shining Star Award application

CBSPAN will participate in community service activities annually

CBSPAN will improve participation in on-line feedback to National office regarding national candidate positions

CBSPAN will encourage and support certification for all members

**Revised January 15, 2016*

**Updated June 11, 2016*

STRATEGY	COMMITTEE/BOARD MEMBER/ SWT	TIMELINE FOR COMPLETING
<ol style="list-style-type: none"> 1. Complete a member needs survey at the Fall or PANAW Conferences to include geographic needs, opportunity for growth, and willingness to speak/share knowledge 2. Host ASPAN seminars within the Component geographic boundaries a minimum of twice annually 3. Continue annual PANAW seminar in recognition of our specialty nursing practice 4. Provide members education in regards to EBP and/or Research. 5. Nurture members efforts in relation to Evidence Based Practice and/or Research projects to advance perianesthesia nursing practice 6. Maintain the CBSPAN website with current information through monthly updates 7. Publish the Component newsletter, <i>CBSPANNER</i>, three times per year 8. Promote CBSPAN scholarship funding to assist members in meeting educational, certification/recertification needs 9. Recognize CBSPAN's excellence for its' members by submitting Gold Leaf Application and continuing to strive toward winning Gold Leaf Award 	<ol style="list-style-type: none"> A1. Executive board A2. BOD, members A3. BOD, members A4. District Presidents, BOD A5. BOD A6. Scott Hoover, website maintenance; Connie Gull, executive board, District Presidents A7. Connie Gull, newsletter editor, BOD, members submitting articles A8. Treasurer, Executive board, Committee chairs, District Presidents, members A9. BOD and members 	<ol style="list-style-type: none"> A1. Fall conference in Washington DC or PANAW Seminar in Western MD districts A2. ASPAN Sponsored Seminar Perianesthesia Review, August 20, 2016 at Al DuPont Hospital for Children, in Newark, DE, with speaker Myrna Mamaril A3. 3rd Annual PANAW seminar on January 30, 2016 at Christiana Hospital in Newark, DE A4. Annually(ex. in newsletter articles) ongoing A5. Ongoing A6. Ongoing A7. <i>CBSPANNER</i> published to the CBSPAN website three times per year (March 1, August 1, December 1, 2016) A8. District meetings, CBSPAN website, <i>CBSPANNER, Social Media (I contact and Facebook)</i> A9. Annually (unless winner!)

STRATEGY	COMMITTEE/BOARD MEMBER/ SWT	TIMELINE FOR COMPLETING
<p>1. Promote the use of a developed spreadsheet for accurate record keeping by the Treasurer and District Treasurers</p> <p>2. Biannual meetings with CBSPAN treasurer, CBSPAN President, District treasurers to keep an accurate accounting of CBSPAN finances</p> <p>3. Utilize Treasurer resources from ASPAN and networking with other Components</p> <p>4. Submit a budget proposal that supports the Component mission at the Fall board meeting</p> <p>5. Finalize the CBSPAN budget at the fall board meeting</p> <p>6. Maintain license for GoToMeeting to allow Districts to hold educational programs/meetings over sizable geographic area</p> <p>7. Utilize the teleconference line and GoToMeeting program to have virtual meetings of the CBSPAN /District leadership</p> <p>8. Renew/maintain incorporation status in the state of Delaware</p> <p>9. Maintain bonding and liability insurance for the executive board and District Treasurers</p> <p>10. Maintain annual independent review/audit of treasury/finances</p> <p>11. File Federal Taxes and maintain tax-exempt status</p>	<p>B1. CBSPAN Treasurer, District Treasurers, Executive board</p> <p>B2. CBSPAN Treasurer, President, District treasurers</p> <p>B3. CBSPAN Treasurer, President, District Treasurers</p> <p>B4. CBSPAN Treasurer, President</p> <p>B5. CBSPAN Treasurer, President, BOD</p> <p>B6. CBSPAN Treasurer, President</p> <p>B7. BOD</p> <p>B8. CBSPAN Treasurer</p> <p>B9. CBSPAN Treasurer</p> <p>B10. CBSPAN Board</p> <p>B11. CBSPAN Treasurer</p>	<p>B1, B2, B3. Ongoing</p> <p>B4, B5. Annually</p> <p>B6, B7. Ongoing</p> <p>B8. Annually</p> <p>B9. Every three years (bonding), annually (liability)</p> <p>B10. Annually</p> <p>B11. Annually</p>

STRATEGY	COMMITTEE/BOARD MEMBER/ SWT	TIMELINE FOR COMPLETING
<p>1. Utilize social media and the CBSPAN website to encourage attendance at legislative meetings in Delaware, Maryland and Washington D.C.</p> <p>2. Governmental Affairs chair will be a member of ASPAN G.A.SWT</p> <p>3. Governmental affairs chair/members will contribute legislative information to the CBSPAN website and the <i>CBSPANNER</i> three times per year</p> <p>4. Advertise Nurse's Night Annapolis for members to discuss pending legislation with elected officials</p> <p>5. Encourage membership in ANA, MNA, DNA, and DCNA as appropriate</p> <p>6. Maintain a Governmental Affairs page on the CBSPAN website for members to easily access legislative information</p> <p>7. Send legislative action alerts to members through email blasts</p> <p>8. Support delegate Nurse in Washington Internship (NIWI)</p>	<p>C1. Governmental Affairs chair, BOD, members</p> <p>C2. Executive board, Governmental Affairs chair</p> <p>C3. Governmental affairs chair, District governmental affairs members</p> <p>C4. Webmaster, CBSPAN President, District Presidents</p> <p>C5. BOD</p> <p>C6. Governmental Affairs chair, District governmental affairs members</p> <p>C7. Governmental affairs chair, CBSPAN President</p> <p>C8. Executive board</p>	<p>C1. Ongoing</p> <p>C2. Annual willingness to serve</p> <p>C3-C7. Ongoing</p> <p>C8 Annually</p>

STRATEGY	COMMITTEE/BOARD MEMBER/ SWT	TIMELINE FOR COMPLETING
<p>1. Network with other Components for resources</p> <p>2. Sponsor a Non CBSPAN /inactive member to a CBSPAN/ District activity or educational offering</p> <p>3. Participate in Nursing School Career Fair</p> <p>4. Promote CBSPAN educational programs, JOPAN journals, discounted fees and scholarship to nursing students</p> <p>5. Mentor interested members and District leaders to assume leadership positions at the Component</p> <p>6. Invite/bring members to Component or District board meetings</p> <p>7. Provide support for the ASPAN Development committee through monetary donations (Hail, Honor, Salute; Dream Walk) and recognition in the <i>CBSPANNER</i></p> <p>8. Support CBSPAN Perianesthesia Medical Facility Liaison /Ambassador</p> <p>9. Encourage and promote member feedback to National Office concerning candidate positions</p> <p>10. Promote certification in CPAN and CAPA</p>	<p>D1. Executive board</p> <p>D2. Executive board, BOD, District Presidents, members</p> <p>D3. Executive board, BOD, District Presidents, members</p> <p>D4. BOD, members</p> <p>D5. Executive board, District Presidents</p> <p>D6. BOD, members</p> <p>D7. BOD, Newsletter editor, members</p> <p>D8. BOD, members</p> <p>D9. BOD, members</p> <p>D 10. BOD, ABPANC Liaisons, Certification Coaches</p>	<p>D1. Ongoing</p> <p>D2. Annually</p> <p>D3. Annually</p> <p>D4-D6. Ongoing</p> <p>D7. Annually</p> <p>D8. Annually</p> <p>D9. Annually</p> <p>D10. Ongoing</p>

STRATEGY	COMMITTEE/BOARD MEMBER/ SWT	TIMELINE FOR COMPLETING
<p>1. Actively encourage participation in community activities at the District and Component level, such as collecting donations for local food banks, state and local walk/runs</p> <p>2. Champion nationally recognized initiatives at District and/or Component level</p> <p>3. Establish recognition/award for member giving back to the community</p>	<p>E1. District Presidents/Committees, Executive board, members</p> <p>E2. BOD, members</p> <p>E3. Executive Board, District Presidents</p>	<p>E1. Each District meeting, Fall Conference, PANAW Seminar, Website, <i>CBSPANNER</i></p> <p>E2. Walkers <i>Susan for G. Komen Foundation</i> and/or <i>AHA Heart Walk</i> annually, Sickle Cell</p> <p>E3. Annual recognition at Fall Conference</p>

**Revised January 15, 2016*

**Updated June 11, 2016*