Application Materials Checklist

This form should be used by the applicant to verify that all steps of the application process have been followed, and all required documents have been submitted. Incomplete applications will not be processed! All required materials must be submitted at the same time.

☐ Completed personal statements regarding your experience/contributions in perianesthesia nursing, achievements, professional activities and future plans within the specialty (Section 2.)
☐ CPAN and/or CAPA certification registration number(s)
☐ RN license number (state and expiration date)
☐ Title, periodical name, date of perianesthesia nursing related publication(s)
☐ Complete and current Curriculum Vitae (CV) that demonstrates achievement in the following (not to exceed 20 pages)
  o Substantive contributions to perianesthesia nursing in at least two of the following domains: Education, Clinical Practice, Research, or Leadership/Advocacy (see examples of evidence*)
  o Continued education, training and experience in the field of perianesthesia nursing
  o Attendance at the ASPAN National Conference, ASPAN Seminars or Webcasts and Component Educational Offerings
  o ASPAN Board of Directors/Committee/Liaison/Strategic Work Team experience within the last 10 years

☐ Endorsement statements from three perianesthesia professional nurse sponsors who hold current Active (category) memberships, and who are a current/past members of ASPAN’s Board of Directors, ASPAN Committee Chairs, or ASPAN Strategic Work Team (SWT) Coordinators (maximum 300 words).

☐ Application fee of $200.00 (credit card)