

2022 GOLD LEAF SCORING BREAKDOWN

Question	Scoring Explanation	Maximum Points
1. Does your Component formulate and review your Component goals and/or strategic plan annually with dates provided?	Has Component Goals/Strategic Plan – 1 pt Review date – 1 pt	Max 2 pts
2. Does your Component have a formal officer/board orientation/leadership program?	Officer/Board Orientation/Leadership Program – 1 pt Transition Checklist – 1 pt	Max 2 pts
3. Are your Component goals/plans communicated to your committee chairs and your Board of Directors?		Max 1 pt
4. Have you reviewed your Component bylaws within the past three years, AND does ASPAN have a copy on file?		Max 1 pt
5. Are your Component bylaws made available to your members?	Component Bylaws on website – 2 pts Mailed/Emailed/Newsletter – 1 pt	Max 3 pts
6. Are your Component policies and procedures reviewed and updated to reflect changes in your Component's practice and business process as per your Bylaws?	Policies reviewed and updated as defined in your P/P and/or Bylaws – 3 pts (Include where this is stated and review date for reviewer)	Max 3 pts
7. Does your Component communicate with new members to welcome them, including contact information?	WELCOME LETTER (may include points below) 1 – 5 pts Welcome to new members with upcoming events via mail/email – 1 pt Contact information sent to new members – 1 pt Welcome new members in Newsletter or website – 1 pt Welcome new members at state conferences – 1 pt Poster Board with new members names – 1 pt Facebook or Twitter recognition of new members – 1 pt Copy of Welcome materials sent to new members – 1 pt Copy of Benefits of Membership to new members – 1 pt	Max 5 pts

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<p>8. Does your Component communicate with non-renewing members to engage them as members again?</p>	<p>Survey sent to identify why member did not renew – 1 pt Personalized invitation sent to invite member to renew – 1 pt Membership renew reminders sent via email – 1 pt Membership renewal reminder on component website – 1 pt Benefits of maintaining membership in newsletter, website, or email – 1 pt Other forms of communication Component uses to renew non-members – 1 pt</p>	<p>Max 5 pts</p>
<p>9. Does your component actively recruit new members?</p>	<p>New member recruitment drive – 1 pt Refer a new member program – 1 pt New members recruited at district/local level – 1 pt New members recruited at state level – 1 pt New member incentives – 1 pt PANAW week incentives for new members to join – 1 pt Nursing student incentives for joining – 1 pt Other activities Component uses for recruitment – 1 pt</p>	<p>Max 5 pts</p>
<p>10. Does your Component recognize individual members' achievements, accomplishments and activities?</p>	<p>1 pt per member or accomplishment</p>	<p>Max 5 pts</p>
<p>11. Does your Component publish a Component newsletter?</p>	<p>2 pts per issue online and/or printed</p>	<p>Max 8 pts</p>
<p>12. Does your Component communicate with your members via blast emails?</p>	<p>1 pt per email</p>	<p>Max 5 pts</p>
<p>13. Does your Component have a website?</p>	<p>Component Website – 2 pts Website Dated on top or bottom of page – 1 pt Link to Component Website from ASPAN website – 1 pt Website has dedicated webmaster – 1 pt Email/Mail to members with link to component website – 1 pt (Password and link are correct for reviewer to access)</p>	<p>Max 5 pts</p>
<p>14. If your Component has a Web site, when was it last updated?</p>	<p>Present to 6 months – 5 pts; 6 to 12 months – 2.5 pts; Not within last 12 months – 0 pts</p>	<p>Max 5 pts</p>
<p>15. Do you provide approved contact hours at your regular meetings and/or</p>	<p>Contact hours offered for education programs (state, district, or local level) – 1 pt each educational seminar/meeting</p>	<p>Max 5 pts</p>

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conferences? (district/local and/or state meetings)	(Do not include ASPAN Sponsored seminars – refer to question #26)	
16. Do you recognize/reward your Component's Recruiter of the Year, Clinical Excellence, and /or Outstanding Achievement Award winners?	1 award = 1 2 awards = 3 3 awards = 5	Max 5 pts
17. Has your Component achieved an overall growth in membership during 2022?	5% or less = 1 6-9% = 3 10% or more = 5	Max 5 pts
18. Does your component conduct a review of its financial health annually?	Annual Budget – 2 pts Non-profit status – 1 pt Bonded Insurance – 1 pt Audit documentation – 1 pt Surplus budget – 1 pt	Max 4 pts
19. Does your Component provide financial assistance for your leaders (officers, board members, Representative Assembly delegates) to attend Component Development Institute (CDI), National Conference, and/or your Component conference?	1 pt per event: Component Development Institute, National Conference, Representative Assembly, NIWI, state conference, board meetings, Governmental Affairs Day in Component's Capital, etc. (List name and position of leader/board member)	Max 5 pts
20. Does your Component advertise and provide financial assistance for members to attend school, local/state seminars, CDI, or National Conference; or for certification fees, recertification fees, or higher education?	1 pt for each	Max 8 pts
21. If you answered "Yes" to question 20, what percentage of your assistance/scholarship was awarded this year? (number awarded divided by the number available).	>75% = 5 50-75% = 3 <50% = 1	Max 5 pts

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<p>22. Does your Component annually provide financial support and assistance to the ASPAN Development SWT?</p>	<p>1 pt for each</p>	<p>Max 6 pts</p>
<p>23. What percentage of your total Component membership supports ASPAN by holding an ASPAN office, participating on ASPAN committees and SWTs, or by serving as a coordinator or vice coordinator of Specialty Practice Group (SPG)?</p>	<p>0% = 0 5% or less = 3 6% or more = 5</p>	<p>Max 5 pts</p>
<p>24. Do your members participate in submitting online feedback to the ASPAN National Office for National Candidate positions?</p>	<p>0.1 – 9.9% = 1 pt 10 – 19.9% = 2 pts >20% = 3 pts</p>	<p>Max 3 pts</p>
<p>25. Does your Component promote certification or recertification activities for members? Did your Component receive the Shining Star from ABPANC?</p>	<p>1 pt per activity</p>	<p>Max 5 pts</p>
<p>26. Did your Component host any ASPAN seminars or webcasts, such as the Perianesthesia Certification Review? (ASPAN provides the speaker and the materials; your Component provides a hostess for the seminar. No monies are made by your Component.)</p>	<p>1 pt for each</p>	<p>Max 6 pts</p>
<p>27. Does your Component, on a state, district or local level, participate in community programs or education projects (i.e. blood drives, BP screenings, health fairs, Juvenile Diabetes Foundation, American Heart Association, American Cancer Society, etc.)?</p>	<p>1 pt per activity</p>	<p>Max 10 pts</p>
<p>28. Did your Component, on a state, district or local level, participate in</p>	<p>1 pt per activity</p>	<p>Max 7 pts</p>

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/promote 2021 PeriAnesthesia Nurse Awareness Week (PANAW)?		
29. How does your Component involve itself with healthcare legislation or legislative activities?	1 pt each	Max 5 pts
30. Has your Component interacted/collaborated/supported a school of nursing and/or nursing students?	1 pt each	Max 6 pts
31. Did your component publish Education, Clinical Practice, EBP, Research articles(s) in your component newsletter? Did a Component member have an article published in JOPAN, Breathline, or other nursing medical journals that was not part of ASPAN Committee or SWT work?	<p>JOPAN = 5 Other Journal = 4 Breathline = 3 Newsletter = 2</p>	Max 20 pts
32. Does your Component support members involved with research on a state, district or local level?	<p>1 project/member = 3 pts; 2 or more projects/members = 5 pts</p>	Max 5 pts
33. Does your Component provide education to its members on Research/EBP and/or the Research/EBP process?	<p>1 project/member = 3 pts; 2 or more projects/members = 5 pts</p>	Max 5 pts
34. Did your Component have a member or members participating in a 2022 National Conference Research/EBP/QI Oral or Poster presentation?	1 pt per presentation/poster	Max 10 pts
35. Did your Component have a member or members participating in a 2022 National Conference Celebrate Successful Practices Oral or Poster presentation?	1 per presentation/poster	Max 10 pts
	TOTAL MAXIMUM POINTS	195 pts