



Northwest Chicago Area Chapter  
American Association of Critical-Care Nurses

## **NWCAC Membership Merit Award Program**

Northwest Chicago Area Chapter's (NWCAC) Mission and Vision statement promotes the growth, education, and certification of critical care and acute care nurses and promotes chapter member participation. As part of our mission, NWCAC recognizes the contributions of chapter members for participation in the NWCAC activities. The program is available to Non-Board General Members (Non-Exempt) and Board Members/ Midwest Conference Committee (Exempt).

### **NWCAC Membership Merit Award Program for Non-Board General Members (Non-Exempt)**

#### **Purpose:**

- The premise is NWCAC chapter members earn points for their participation in various chapter educational activities, and these points are converted into a dollar amount and may be used solely to apply toward reimbursement of nursing education, conferences, and certification.

#### **General Information for General Members (Non-Exempt Members):**

- To participate in the Merit Award Program, a member must be a current National AACN member and a member in good standing in NWCAC.
- NWCAC Non-Exempt General Member in good standing defined:
  - Member of NWCAC who is not on the NWCAC Board of Directors or Midwest Conference Committee.
  - NWCAC member who has paid their annual National and Local NWCAC membership dues.
  - NWCAC member for 1 year prior to receiving funds.
  - Has attended 50% of the NWCAC educational meetings.

#### **Program Guidelines:**

- For activities which qualify for program, refer to the **Non-exempt Eligible General Member Activity Grid**.
- All points awarded from the chapter are awarded only to chapter members and are non-transferrable between chapter members.
- Member Award Points are converted to funds which will be applied for reimbursement for the following eligible items:
  - NTI conference
  - Nursing educational conferences
  - Certification renewal
  - AACN dues
  - Critical Care/Nursing Books
  - Nursing journals
- **Accrual and Submission:**
  - The accrual period for points is July 1 to June 30.
    - Points earned may be carried over for **one year only**.
    - If the points are not utilized, the member will forfeit the points.

- Submit the Non-Exempt Member award application by the June chapter meeting, as follows:
  - Complete NWCAC Membership Non Exempt Award form.
  - Include copies of CE Certificate for attendance at educational meetings.
  - Include copies of receipts for books, journals, certification renewal fees, AACN dues as applicable.
- **Reimbursement** will only be for personal monies expended.
  - Reimbursement will not be provided for items reimbursed by other organizations or hospitals.

**Additional information:**

- Cash rewards or cash incentives are not allowed
- The conversion of points to monetary value is determined and voted on annually by the chapter board, noted in the chapter meeting minutes and communicated in writing to the chapter membership.
- Maximum reimbursement will not exceed \$500/annually.

**Non-exempt Eligible General Member Activity Grid**

<b>Activity</b>	<b>Point Value</b>
Attend NWCAC Chapter Education Meeting	5 points per meeting
Non-BOD member attendance at NWCAC BOD meeting	5 points per meeting
Attend Midwest Conference	5 points per day
Attend Midwest Conference Planning Committee meeting	5 points per meeting
Participate at Midwest Conference as planning committee member	20 points per day
Recruit a new NWCAC chapter member	5 points per member
Participate in National AACN activity	25 points per activity
Maintain (renew) current AACN certification(s)	5 points per certification
Participate in NWCAC sponsored Community activity	20 points per activity
AACN Ambassador	10 points per year
Publication: <ul style="list-style-type: none"> <li>● Educational Article in Chapter Newsletter (Flutterwaves)</li> <li>● Critical Care article published in national nursing publication or contribution to textbook</li> </ul>	10 points 20 points
Completion of higher degree in nursing (BSN/MSN)	25 points
Professional speaking engagement (nonpaid)	20 points per activity
Research <ul style="list-style-type: none"> <li>○ Primary Researcher</li> <li>○ Actively involved in research project</li> </ul>	30 points 25 points

Approval date: 9/11/2019

## **NWCAC Exempt Status Merit Award Program for Board Members and /or Midwest Conference Committee Members (Exempt)**

### **Purpose:**

- The premise is NWCAC Board members and /or Midwest Conference committee members earn funds for their participation in various chapter/AACN educational activities which may be used solely to apply toward reimbursement of nursing education, conferences, certification

### **General Information for NWCAC Board of Directors and Midwest Conference Committee Members (Exempt Members)**

- To participate in the Merit Award Program, a member must be a current National AACN member and is a member in good standing with NWCAC.
- NWCAC Exempt Member in good standing defined:
  - Member of NWCAC who is on the NWCAC Board of Directors and / or the NWCAC Midwest Conference Committee.
  - NWCAC member who has paid their annual National and Local NWCAC membership dues.
  - NWCAC member for 1 year prior to receiving funds.
  - Has attended 75 % of the meetings: Board meetings and/or Midwest conference meetings as applicable.

### **Program Guidelines:**

- For program fund amounts, refer to the **Exempt Status (Board Members/Midwest Conference Committee Members) Grid**
- All funds awarded from the chapter are awarded only to chapter members and are non-transferrable between chapter members.
- Conferences do not have to be AACN sponsored.
- The earned educational funds may be used toward reimbursement of the following:
  - NTI scholarships
  - Nursing educational conference fee
  - Certification renewal
  - AACN Dues
  - Travel (if out of the area)
  - Lodging for the educational conference
  - Critical Care/Nursing Books
  - Nursing journals

### **Accrual and Submission:**

- The accrual period for points is July 1 to June 30.
  - Award funds earned may be carried over for **one year only**.
  - If the award funds are not utilized, the member will forfeit the funds.
- Submit for all expenses requesting reimbursement by the June chapter meeting, as follows:
  - Complete NWCAC Exempt Award form.
  - Include copies of CE Certificate for attendance at educational meetings.
  - Include copies of receipts for books, journals, certification renewal fees, AACN dues, and receipts for conferences, travel, lodging as applicable.

- **Reimbursement** will only be for personal monies expended toward education, and certification.
  - Reimbursement will not be provided for items reimbursed by other organizations or hospitals.
- **Additional information:**
  - Cash rewards or cash incentives are not allowed.

**Exempt Status (Board Members/Midwest Conference Committee Members) Activity Grid**

<b>Position</b>	<b>Funds Allocated</b>
President	\$2000
President Elect	\$2000
Treasurer	\$2000
Treasurer-Elect	\$2000
Secretary	\$2000
Midwest Conference Chair	\$2000
Midwest Conference Program Chair	\$2000
BOD Position <ul style="list-style-type: none"> <li>• Past President</li> <li>• Midwest Conference Chair Elect</li> <li>• Program</li> <li>• Membership</li> <li>• Media Relations</li> <li>• Hospitality</li> <li>• Awards and Scholarships</li> <li>• Community Liaison</li> </ul>	\$500
Midwest Conference Committee Chair <ul style="list-style-type: none"> <li>• Registration</li> <li>• Hotel Liaison</li> <li>• Vendors</li> <li>• Hospitality</li> <li>• Printing</li> <li>• Marketing/Media</li> <li>• CE Application</li> </ul>	\$500
Board Learning Partner BLP's may also apply for Non-Exempt points excluding requirements for exempt status. Total not to exceed \$500 total annually	\$150

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