



American Board of Nursing Specialties

*Promoting Excellence in Nursing Certification*

February 24, 2010

TO: ABNS Spring 2010 Assembly Meeting Participants

FR: Bonnie Niebuhr  
Chief Executive Officer

RE: ABNS Assembly Meeting Details

**Hotel and Transportation Information**

The ABNS Spring 2010 Assembly meeting is being held at the Westin South Coast Plaza Hotel, 686 Anton Blvd., Costa Mesa, CA 92626, 714-540-2500.

The hotel provides a complimentary shuttle service between Orange County/John Wayne airport. Call the hotel upon your arrival to let them know you need the Shuttle. The Shuttle pickup is outside the Baggage Claim area doors. The average taxi fare from the Airport to the hotel is approximately \$12 one way.

Visit [www.westinsouthcoastplaza.com](http://www.westinsouthcoastplaza.com) for information about the hotel and its amenities.

**Meeting Agenda**

An updated meeting agenda is attached to this email for your convenience. Please note that a continental breakfast will be provided each morning, as well as lunch on Friday.

**Efforts to Go Green**

ABNS continues with its *Go Green* initiatives and will not be providing the following documents in your participant folders: Bios of nominees running for election; a motion related to the proposed change to the ABNS Bylaws; and the consent agenda attachments. They are attached to this email.

**1<sup>st</sup> Time Attendees**

If you are a 1<sup>st</sup> time attendee to an ABNS meeting, you are encouraged to attend the ABNS Orientation scheduled Friday, March 5<sup>th</sup> from 7:00 am – 7:45 am in the Lido meeting room.

**Accreditation Board Meeting – Members Only**

The ABSNC Board of Directors meeting is scheduled for Thursday, March 4<sup>th</sup> beginning at 8:30 am in the Monarch Bay Room. A continental breakfast will be available beginning at 8:00 am in the room.

**Research Committee Meeting – Members Only**

The Research Committee meeting is scheduled for Thursday, March 4<sup>th</sup> beginning at 9:00 am in the Executive Boardroom. A continental breakfast will be available beginning at 8:30 am in the room.

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### **Accreditation Application Process Q&A Session**

Any group that is considering ABSNC accreditation of their certification program(s), or is in the process of preparing an application is encouraged to attend this meeting. Information about preparing the information and documentation required, including the new feature of submitting the application electronically, will be offered. This session is scheduled for 7:45 am – 8:45 am Friday, March 5<sup>th</sup> in the San Felipe Room.

### **Organizational Sharing – A New Process**

We have changed the information to be shared that we routinely engage in at the opening of our Assembly meeting. Based on a number of suggestions we have received, we are going to ask every organization to provide us with different information than we have presented in the past. Traditionally, we have asked organizations to share the number of credentials and certified nurses. Since ABNS is routinely collecting information on numbers of credentials and certified nurses in the annual Organizational Profile (you may access this at [www.nursingcertification.org](http://www.nursingcertification.org) – members only section), we are no longer going to ask you to report on this information. Instead we would like your organization's representative to provide the following:

- **Introduce *all* of the organizational representatives attending**
- **Report on progress to obtain Board support for the Research Agenda**
- **Identify obstacles (if any) in obtaining support for the Research Agenda**
- **Identify one trend/issue you are experiencing in your organization (for example, an increase in examination candidates, increase in the number of security issues, etc.)**
- **Updates (if any) you would like to share about your organization**

As in the past we are asking that you restrict your organizational reporting to 5 minutes in order to allow us to hear from everyone in a timely manner.

In addition to sharing this updated information with the ABNS membership, that Board of Directors will be tracking the trends and issues identified as part of our environmental scan that will be used for strategic planning.

Thank you for your willingness to present this new information. We are confident it will provide us with useful data.

Affiliate member, auditors, and guest participants are also invited to provide a report.

### **PLEASE NOTE: Sponsorships**

ABNS is always grateful for the sponsorships our member organizations provide to help minimize meeting expenses. Sponsorships are recognized in the following categories:

Platinum – over \$5000

Gold - \$2500 to \$4999

Silver - \$1000 to \$2499

Bronze - under \$1000

If your organization is able to contribute a monetary or in kind sponsorship, please let Bonnie Niebuhr ([abnsceo@aol.com](mailto:abnsceo@aol.com)) know as soon as possible so that you can be properly recognized at the meeting!

### **Promotion of Affiliate Member Services**

Since ABNS does not include exhibits at its meetings, a table will be provided in the registration area for Affiliate members to provide literature about their company and services available. Space is limited to one table for all information, so only literature can be displayed rather than tabletop exhibits.

### **Meeting Attire**

Business casual attire is appropriate.

### **See you soon!**

If you have any questions that I have not addressed, please do not hesitate to contact me. Safe travels!