

FELLOWS OF THE ASSOCIATION OF REHABILITATION NURSES APPLICATION

Fellow status is an honor conferred by the Association of Rehabilitation Nurses (ARN) on individuals who have been nominated and accepted for this recognition. Fellow status is the most distinguished level of membership in the organization and is a public hallmark of professional esteem. Fellow status is intended to recognize nurses who have displayed outstanding leadership in rehabilitation nursing and have provided sustained, distinguished contributions, service, and commitment to the field. Contributions include participation and leadership in the association, consultation, research, education, practice, administration, advocacy, and/or public service. The ARN Board of Directors confers recognition as a Fellow upon the recommendation of the ARN Fellows Selection Committee. Fellows will be granted the privilege of using the credential FARN (Fellow of the Association of Rehabilitation Nurses). The total number of ARN Fellows shall not exceed 10 percent of the total number of ARN members.

BENEFITS OF FELLOWSHIP

- Entitlement to use the letters 'FARN' as a professional credential
- FARN pin and certificate
- Peer and public recognition as a rehabilitation nursing expert:
 - Opportunities to participate in projects and working groups to help determine the future direction of rehabilitation nursing.
 - Represent ARN on a national level with other nursing organizations in work groups, panels, etc. Opportunities to more substantially contribute to ARN.
 - Recognition as an expert in a specific area of rehabilitation nursing.
- Membership in a network of respected clinicians sharing their expertise and experience
- Access to a network of like colleagues to raise collective concerns about the rehabilitation nursing specialty
- Recognition as a Fellow on the ARN website and in ARN publications, as well as access to the FARN directory
- Potential for enhanced professional credibility in consulting and legal testimony
- A personal sense of achievement
- Advantage in the job market
- Special badge recognition at ARN programs
- Privilege of upholding a time-honored tradition of peer recognition as an expert

CRITERIA FOR SELECTION OF FELLOWS

- 1) Member in good standing with the ARN.
- 2) Evidence of outstanding contributions to rehabilitation at the local, national or international level. Examples of such evidence include, but are not limited to:
 - Substantial leadership in ARN and the specialty, as evidenced by engagement in the local chapter and the national levels
 - Significant and sustained impact on the specialty through service, research, publications, presentations, education, administration, consultation, advocacy, or practice

- Substantive honors, awards, or recognition for contributions to rehabilitation (including CRRN)
 - Distinctive contributions to the community in the area of rehabilitation
- 3) Demonstrated willingness and commitment to continue contributions to the profession and the organization.
 - 4) Master's level education or higher.
 - 5) Current CRRN.
 - 6) ARN member for five or more years.

APPLICATION REQUIREMENTS

- 1) Applicants must be sponsored by **two** fellows in good standing with ARN. {The inaugural group of fellows, must be sponsored by **two** ARN members}
- 2) Applicants may not be sponsored by a Fellow serving on the Fellows Selection Committee.
- 3) Fellows may sponsor only one applicant per year.
- 4) Payment of the application fee (\$225) must accompany the application.

SELECTION PROCESS

A Call for Applications for Fellow status will be sent to all members via email. The Call for Applications for Fellow status also will be distributed to the ARN Chapter Presidents.

All applications for Fellow status must be received in the ARN National Office no later than midnight CT on April 30th. Incomplete applications will not be considered.

Members of the Fellows Selection Committee will screen and review all applications and recommend a slate of candidates to the ARN Board of Directors for approval. The maximum number of candidates whose applications will be submitted to the Board shall not exceed 1% of the ARN membership annually. Those eligible candidates whose applications are not recommended for approval will be encouraged to resubmit an application the following year.

Candidates whose applications are approved by the ARN Board of Directors will be notified no later than June 15th. Candidates will be admitted to Fellow status at the 45th Anniversary Celebration of ARN at REACH 2019 in Columbus, Ohio, November 5-9, 2019. Candidates must attend the annual conference in order for Fellow status to be conferred. Approved Fellows who are unable to attend the scheduled induction ceremony will have **one** opportunity to be inducted at the next annual conference **only**. After that, the applicant must re-apply for Fellowship to be considered. Extenuating circumstances regarding conference attendance will be reviewed by the Fellows Selection Committee.

RESPONSIBILITIES OF FELLOWS

ARN Fellows are recognized as leaders and valued members of the organization. All Fellows must agree to:

- Support the goals, mission, and strategic plan of ARN.
Examples: attend the annual educational conference; mentor new members of ARN; participate in ARN conference activities by moderating, presenting, or assisting in discussion facilitation; support and encourage other ARN members to share research or evidence-based practice findings through publications, presentations, and other communication venues; act as a model of both service and financial support for the organization; proactively approach interested parties on issues relating to rehabilitation nursing
- Advocate for adults with physical challenges and chronic health issues in cooperation with ARN and outside the organization to help transform America's health care system.
Examples: disseminate relevant information regarding issues of importance to ARN members and those receiving rehabilitation services; collaborate with ARN and other organizations, when needed, to strengthen advocacy/policy-making efforts; participate in lobbying efforts as requested by the Board of Directors; participate in opportunities to influence the development of standards of professional training and practice for rehabilitation nursing; use unique expertise to promote health and wellness through rehabilitation initiatives nationally and internationally
- Offer their talents and expertise to the organization as desired, needed, or requested by the ARN Board.
Examples: provide leadership and liaison services as needed in areas of expertise; communicate issues of concern to the ARN Board of Directors; respond to requests for leadership in consultation or various initiatives from the ARN Board or ARN staff; offer advice to ARN on professional standards, appraisal and revalidation
- Participate in activities of the Fellows.
Examples: Attend annual Fellows meeting during the conference; communicate electronically and respond to feedback or suggestions on ARN issues; nominate and sponsor candidates for Fellow status; plan and participate in the Fellows initiatives;

ARN Fellows are required to maintain membership in the organization.

In addition, the application for consideration for Fellow status must include a letter of commitment from the applicant accepting the responsibilities of Fellow status in the event that his/her application is accepted. If ARN membership lapses, then ARN Fellowship ends. When membership is reinstated, one must reapply for fellowship status. ARN membership at the national level allows you to maintain your fellowship status.

RESPONSIBILITIES OF SPONSORS

Sponsors must complete the sponsorship forms that address the applicant's contributions to the profession of rehabilitation nursing and provides support for the nomination of the applicant.

It is the responsibility of both sponsors of the applicant for Fellowship to:

- Guide the applicant during the application process to assure the quality of the application.
- Complete the sponsor information form and essay.
- Review the entire application prior to submission.
- Only forward individuals they believe are truly qualified and ready for Fellowship
- Know the applicant's work well enough to address the applicant's national and/or international contributions.
- Answer any questions posed by the Fellows Selection Committee regarding the application.

GENERAL INSTRUCTIONS

Electronic submission of the 2019 Fellow Application is the sole method of submission. All applications **must be received by midnight CT on April 30, 2019**. Applications received after April 30, 2019 will not be considered in the 2019 Fellow Application process. The email subject line should read: 2019 ARN Fellow Application.

The application is available online at www.rehabnurse.org/fellows. Applicants are expected to download the application and complete it on the computer. This format will allow applicants to circulate their application to the sponsors and add their content prior to submission of the entire applications with all forms. Both sponsors are expected to be active participants and supervise the application process, including providing verification that the application is complete and accurate.

NOTE: The applicant and sponsors will be able to email the application back and forth to obtain input. Applicants must ensure that their application packet is complete. Partial submissions will be reviewed in the condition they are received.

IMPORTANT: Payment for the 2019 Fellowship Application process will only be accepted by check sent on or before April 30, 2019 to:

Association of Rehabilitation Nurses
Attn: Melissa Bellows
Fellowship Application
8735 W Higgins Rd, Suite 300
Chicago, IL 60631

ARN Fellows Program Application

APPLICANT'S INFORMATION

Name _____

Credentials _____

Title _____

Employer _____

Home Address _____

City, State, Zip Code _____

Home phone _____ Work phone _____

Email _____

ARN Involvement – Chapter Level *(list in date order, beginning with most recent involvement)*

Group Name	Position Held	Dates of Activity
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

ARN Involvement – National Level *(list in date order, beginning with most recent involvement)*

Group Name	Position Held	Dates of Activity
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

SPONSORS

Applicants must be sponsored by at 2 current ARN Fellows (except for the inaugural group of first fellows who must be sponsored by ARN members).

1. Sponsor name _____

2. Sponsor name _____

CHECKLIST OF MATERIALS FOR COMPLETE FELLOW APPLICATION

- 2 sponsor statements (one from each sponsor)
- Applicant statement
- Letter of commitment
- Completed application
- Applicant's current CV
- \$225 application fee

Submit the complete Fellows application materials via email by **April 30, 2019** to mbellows@connect2amc.com

If you have any questions about this program or the application process, contact the ARN National Office at 1-800-229-7530.

APPLICANT STATEMENTS

Applicant and Sponsor Directions: Please type all essay responses, concisely addressing the item within the allotted word limit.

Applicant: Describe what you consider to be your most outstanding contributions to rehabilitation nursing and relate your contributions to the Criteria for Selection of Fellows. Address the significance, scope, and impact of your contributions at the national and/or international level, including past and potential future service to ARN. Limit your response, single-spaced, to 500 words or fewer.

SPONSOR #1 STATEMENT

Applicant name: _____ **Sponsor #1 name** _____

Sponsor #1: Using the Criteria for Selection of Fellows, provide specific evidence of the significance of the applicant’s contributions to the field of rehabilitation and ARN. Include discussion of the scope and influence of the applicant’s work, and the applicant’s commitment to rehabilitation nursing. Limit your response, single-spaced, to 500 words or fewer.

SPONSOR #1 STATEMENT (Cont'd)

Name of FARN Fellow Applicant _____

Name and credentials of Sponsor #1 _____

Sponsor #1 Email _____

ARN member number _____

Place of employment _____

Title _____

Daytime phone _____ Work phone _____

Preferred mailing address: _____

Please state the capacity in which you have known the applicant/nature of your relationship to the applicant and the length of your association:

In one sentence, please summarize this applicant's seminal contribution to rehabilitation nursing:

I have reviewed the evidence supporting the applicant's qualifications for Fellowship in the ARN and verify, to the best of my knowledge, that the information is correct and the applicant meets the Criteria for Selection as a Fellow.

Signature

Date

SPONSOR #2 STATEMENT

Applicant name: _____ **Sponsor #2 name:** _____

Sponsor #2: Using the Criteria for Selection of Fellows, provide specific evidence of the significance of the applicant’s contributions to the field of rehabilitation and ARN. Include discussion of the scope and influence of the applicant’s work, and the applicant’s commitment to rehabilitation nursing. Limit your response, single-spaced, to 500 words or fewer.

SPONSOR #2 STATEMENT (Cont'd)

Name of FARN Fellow Applicant _____

Name and credentials of Sponsor #2 _____

Sponsor #2 Email _____

ARN member number _____

Place of employment _____

Title _____

Daytime phone _____ Work phone _____

Preferred mailing address: _____

Please state the capacity in which you have known the applicant/nature of your relationship to the applicant and the length of your association:

In one sentence, please summarize this applicant's seminal contribution to rehabilitation nursing:

I have reviewed the evidence supporting the applicant's qualifications for Fellowship in the ARN and verify, to the best of my knowledge, that the information is correct and the applicant meets the Criteria for Selection as a Fellow.

Signature

Date