



Mission Statement

The Nursing Community is a coalition for national professional nursing membership associations to build consensus and advocate on a wide spectrum of health care and nursing issues, including practice, education, research, and regulation. The Nursing Community is committed to improving the health and health care of our nation by collaborating to support the education and practice of Registered Nurses (RNs) and Advanced Practice Registered Nurses (APRNs). The Nursing Community supports the following core principles:

- A robust and diverse nursing workforce is essential to the health of all Americans.
- Nurses are an integral part of the healthcare team, are involved in every aspect of care, and are committed to the patient, their families, and the community.
- The contributions made by the practice and science of nursing are critical to the delivery of high quality, life-saving, preventive, and palliative health care across all care settings, geographic areas, and social determinants of health.
- The services RNs and APRNs provide are linked directly to the availability, cost, and quality of healthcare services.
- Affordable, accessible, high quality health care, and improved health outcomes depends upon a model that is patient-centered and comprehensive, which can be achieved through the full complement of expertise gained from broad-based, inter-professional partnerships.
- Nursing involvement is essential to the development of all aspects of the new healthcare information infrastructure. Nursing data is key to identifying patient outcomes and is essential to identifying required improvements in the delivery of patient care.

Organizational Guidelines

The Nursing Community's objective is to collaborate and build consensus in support of a common advocacy agenda related to the core principles with the goal of positively influencing public policy. The Nursing Community works from the premise that consensus is a fifty percent plus one majority of the participating organizations. If an advocacy item does not reach this level of consensus, it does not move forward under the auspices of the Nursing Community. However, this does not prevent individual associations or multiple associations from moving forward independently on the issue.

Approval Structure

- Written Policy Documents: Include documents that have a request or propose action on a policy or have political implications such as supporting a Federal Advisory Committee nominee. At least fifty percent plus one of the membership must support the document in order to use the Nursing Community logo. In the case

where a Nursing Community priority that has already met majority and needs follow up action or a thank you letter, in the same Congress (no changes to the policy) all organizations that originally supported the cause will continue to be listed. Each letter will be circulated for NC review (listing supporting NC members) to allow organizations to add or remove (i.e. - "opt-out") their name. If it is the same policy issue in a new Congress, a call for support will reset and organizations will need to reconfirm support.

- Appropriations Documents: In January, the Nursing Community begins their process of developing appropriations requests for the upcoming Fiscal Year (FY). Once those levels are decided upon, the NC members vote to approve the request levels and a fifty percent plus one majority must be reached. If an organization votes to approve the recommended levels, the organization will be listed on **ALL** subsequent NC letters or testimony during the appropriations process for that FY and will not need to reconfirm support. Each letter will be circulated for NC review (listing supporting NC members) to allow organizations to add or remove their name. As the appropriations process continues, cases arise where the original request level may no longer be an advocacy option. All organizations will be required to confirm support of the new level/strategy.
- Routine Documents: Include congratulatory letters to nursing or healthcare leaders and generic thank you letters. These letters will feature the Nursing Community logo and will be an opt-out process. All Nursing Community members will be listed on the letter, and organizations will need to request that their name be removed. Sufficient time will be provided to review the routine document. If the letter falls below the fifty percent plus one majority due to organizations opting-out, it will not include the Nursing Community logo. Nomination letters do not fall under this category.
- Community Action Items: Prior to a Nursing Community meeting, a call for agenda items will be issued. The agenda will be circulated before the meeting. An action item can be put forward by a fifty percent plus one majority of the members attending the meeting. Any work product generated by the action approved at the meeting will still be subject to a fifty percent plus one majority of the membership approval before the work product can move forward with the Nursing Community logo.

Any contributing Nursing Community member can bring forth an issue for consideration by the Community. These issues should relate to the core principles.

In regards to documents authored by the Community, member organizations are expected to evaluate the content of each to determine their ability to support the initiative. No organization's name or logo will appear as a signatory on any policy letter or document without the written approval from a person authorized to do so on behalf of the organization. As noted, the exceptions are defined above. Members are expected to respond in a timely fashion to the established deadlines and actively participate in the activities of the coalition where appropriate for each organization.

Community Actions

The Nursing Community advocacy actions include, but are not limited to:

- Drafting correspondence to the Congress or Administration

- Creating policy documents on various issues related to the core principles
- Hosting events for the promotion of the Nursing Community's advocacy agenda
- Visiting Congressional and Administration policy makers
- Initiating grassroots campaigns
- Nominating candidates for federal commissions/committees

The Nursing Community recognizes the importance of collaboration with other national nursing and health care coalitions/associations. Each group represents a unique perspective and engages in meaningful work. Therefore, when appropriate, the Nursing Community will collaborate with these national coalitions on issues of common concern and joint efforts.

Membership

Participation in the Nursing Community is available, free of charge, to any national professional nursing membership association that share the core Nursing Community principles. Member associations may have individual policy agenda items outside the scope of the Nursing Community, but join to support the collaborative coalition initiatives.

Prospective national professional nursing membership associations should make initial contact with the Convening Organization. The Community will determine whether the association meets the participant criteria. If an association does not meet the criteria, the decision of the Nursing Community is final. An association may reapply if there is a substantial change in their mission as it addresses the core Nursing Community principles. An organization could choose the "friends" category as defined in the "Friends of the Nursing Community" structure document.

Convening Organization

The Convening Organization will be required to provide staff for the duties of the Nursing Community. The lead staff of the Convening Organization will have the title of Executive Director. Additionally, the Executive Director can assign job titles to the staff of the Convening Organization as needed and appropriate to the level of work. The Convening Organization will be bound by a three-year agreement.

After three years, the Convening Organization will provide a summary of the coalitions' work and undergo a performance evaluation by all Nursing Community member organizations. The Steering Committee will review the feedback provided and vote on whether to approve another three-year agreement. If the feedback indicates that the Convening Organization did not fulfill the requirements outlined below, a call for bids from other Nursing Community organizations will be entertained. Should the Convening Organization wish to no longer serve as the Convening Organization, it must provide notice ninety days before the end of the three-year agreement. The full Nursing Community membership will vote on a new Convening Organization.

The Convening Organization will be responsible for upholding the balance of representing all member organizations, common goals, and consensus driven priorities in Steering Committee meetings, monthly full membership meetings, and Nursing Community correspondence, events, and meetings.

The Convening Organization of the Nursing Community, currently, the American Association of Colleges of Nursing, will be responsible for the following tasks:

- *Membership*

Responsible for the yearly membership renewal process, recruitment of new members, Friends of the Nursing Community, and membership benefits.

- *Events*

Responsible for organizing receptions, briefings, webinars, and any other special events hosted by the Nursing Community; Working with vendors for catering, photography, signage, and others as necessary.

- *Communication*

Responsible for the Nursing Community's Twitter account, website, photograph distribution, monthly summaries, publications, and the Nursing Community's "Year in Review."

- *Policy Documents*

Responsible for writing, designing, and distributing testimony, legislative briefs, and other policy and advocacy documents.

- *Administration*

Collecting signatures for letters, management of list serve, ordering Nursing Community brochures and other publications, setting up Congressional and Administration meetings, organizing monthly meetings, compiling and distributing the minutes from monthly meetings.

- *Budget*

The Nursing Community will operate on a fiscal year of July 1 through June 30. It will oversee the spending for various Nursing Community events that have been approved by the members and any additional budget related decisions. The Convening Organization will be responsible for maintaining an operating budget for the Nursing Community. All spending proposals will need a unanimous decision from the Steering Committee members in attendance, as long as at least half of the members are present.

In-Kind and Off-Set Services

- The Convening Organization will be listed as a Platinum Sponsor for in-kind services rendered as outlined above. In addition, the three-year agreement will indicate the negotiated administrative fee for the Convening Organization, as decided by the Steering Committee.

Steering Committee

There is one standing Nursing Community Committee, the Steering Committee, as outlined below. Special circumstances will be made if no volunteers are available.

Structure

- Nine representatives from coalition organizations meeting the criteria outlined below will be elected to serve in this role. Members of the Steering Committee will hold their position for three years at which point they will be up for reelection by the whole Nursing Community Coalition. The Steering Committee will be a "continuing body" with three of its members up for election every year.

There will be no limit to the number of terms a Nursing Community organization can serve on the Steering Committee.

- Nursing Community organizations may submit their requests to be considered for election to the Executive Director three months before elections are scheduled to take place. The Convening Organization will be responsible for verifying criteria for a position on the Steering Committee. Voting will occur in June.
- The Convening Organization of the Nursing Community will be an ex-officio member of the Steering Committee. In this position, the Convening Organization will be responsible for voicing the priorities of all members of the Nursing Community in Steering Committee correspondence. Additionally, as the ex-officio member, the Convening Organization will not have a vote on the Steering Committee actions but is a full member of the coalition.

Criteria

To be a member of the Steering Committee, the Nursing Community Organization's representative must:

- Be a full-time, paid government affairs or policy staff of the association
- Be able to make in-person Washington DC meetings on a short notice
- Be able to make weekly calls/in-person meetings and as needed and understand that failure to actively participate in the decision making process will result in their resignation from the Steering Committee
- Have a strong track record of participating in monthly full membership meetings
- Organization of the member has provided a financial contribution to the coalition at the Platinum or Gold Levels

Actions

- The Steering Committee will be responsible for:
 - Reviewing time-sensitive communications on behalf of the Nursing Community as it relates to the core principles
 - Attending in-person Hill or Administration meetings on behalf of the Nursing Community
 - Attending weekly conference calls (and as needed) to discuss pressing policy priorities
 - Providing policy and advocacy updates at the full Nursing Community membership meetings
 - Approving time sensitive documents that include only the Nursing Community logo.

Funding

Funding for Nursing Community activities will be collected at the end of each fiscal year.

Contributing Levels

- Level I: Platinum Contributing Member (\$2,500)
The contribution at this level would include the organization's logo at all NC sponsored events (briefings, receptions, webinars, brochures). All NC sponsored events would be open to the organization's membership and would include the ability to include one informational document from the individual's organization in briefing folder. Contribution at this level would allow for election to the Steering

Committee if other criteria are met, the ability to add items to the agenda of monthly Nursing Community meetings, circulate individual organization content to the entire coalition, and access to the minutes from the monthly meetings and other timely information sent by the Convening Organization.

- **Level II: Gold Contributing Member (\$1,000)**
The contribution at this level would include the organization's logo (smaller) at all NC sponsored events (briefings, receptions, webinars, brochures). All NC sponsored events would be open to the organization's membership. Contribution at this level would allow for election to the Steering Committee if other criteria are met, ability to add items to the agenda of monthly Nursing Community meetings, circulate individual organization content to the entire coalition, and access to the minutes from the monthly meetings and other timely information sent by the Convening Organization.
- **Level III: Silver Contributing Member(\$500)**
The contribution at this level would include the organization's name at all NC sponsored events (briefings, receptions, webinars). All NC sponsored events would be open to the organization's membership and they would have the ability to add items to the agenda of monthly Nursing Community meetings, circulate individual organization content to the entire coalition, and access to the minutes from the monthly meetings and other timely information sent by the Convening Organization.
- **Level IV: Bronze Contributing Members (\$250)**
The contribution at this level would include only the organization's name on the Title VIII/NINR Brochure. It would include the ability to add items to the agenda of monthly Nursing Community meetings, and access to the minutes from the monthly meetings and other timely information sent by the Convening Organization.
- **Level V: Member**
Non-contributing members will have the ability to sign-on to coalition letters and statements. Members will also be able to attend the monthly coalition calls.

Meetings

The Nursing Community will conduct regular monthly meetings. If no pressing agenda items are submitted for a regularly scheduled meeting, the meeting can be canceled. Regular meetings are open to all interested national professional nursing associations regardless of their membership in the Nursing Community. In-person meetings will be hosted by the Convening Organization. All monthly in-person meetings will have the conference call option. The current meeting schedule is the first Tuesday of every month from 1:00pm-2:00pm EST. Changes to this date and time may occur.