# TEXAS ASSOCIATION OF PERIANESTHESIA NURSES

**A-012**

Subject: TAPAN Newsletter Award

Review Responsibility: TAPAN ***Eyeopener*** Editor

Executive Board

Resource: TAPAN ***Eyeopener*** Editor

Effective Date: November 2011

Revised: October 2018; October 2021

Review Due Date: October 2024

Purpose:

To recognize TAPAN Region newsletters which serve to inform members about Region, State, and National activities during the year.

Policy:

The TAPAN Newsletter Award for the best Region newsletter(s) will be presented by the *Eyeopener* Editor during the Annual State Conference business meeting.

Procedure:

1. A Newsletter Award reminder will be sent to each region president by the ***Eyeopener*** Editor at the start of the TAPAN year, with an accompanying letter outlining the submission deadline of August 31. Applications and criteria will be available on the TAPAN website.
2. A panel of judges will be chosen to serve on the selection committee. The ***Eyeopener*** Editor will chair this committee. The committee will judge all entries prior to the Annual State Conference using the criteria listed. In the event of a tie, the TAPAN President will cast the deciding vote.
3. A monetary award, the amount to be determined by the Executive Board, and a 1st Place certificate will be presented to the winning region during the business meeting. Certificates may be presented to the Second and Third Place winners.

Region Newsletter Entry Form

Please submit entry form electronically with a copy of the region newsletter attached. The application must be submitted to the TAPAN *Eyeopener* Editor by August 31 to be eligible.

TAPAN *Eyeopener* Editor TXAssocofPeriAnesthesiaNurses@gmail.com

Name of Newsletter

Region Number and Area/Location

Name of Region Editor(s)

Address

City and Zip

Home Phone Work Phone

E-mail

List all Standing Committees in your Region

Submitted by E-mail (name)