



## ABPANC LEADER RESOURCE TEAM INFORMATION SHEET

### Thank you for agreeing to participate on the ABPANC Leader Resource Team!

- Your ABPANC staff coordinator at the national office is Zelda Williams, ABPANC Program Assistant. Zelda is your resource for questions, certification materials and supplies, and updates about the CPAN®/CAPA® certification programs. She is also your liaison to the ABPANC Board of Directors. Zelda can be reached as follows:
  - 1-800-6ABPANC and press 3; Zelda's direct line is 212-367-4236
  - [Zwilliams@proexam.org](mailto:Zwilliams@proexam.org)
  - ABPANC, 475 Riverside Drive, 6<sup>th</sup> Floor, New York, NY, 10115-0089
  - Fax – 212-367-4388
- Current ABPANC Board members have also been assigned to the following regions and they may contact you to help them out! Feel free to call them as well! Their contact information can be obtained through your staff coordinator.

REGION 1	Melissa Schmidt
REGION 2	Celeste Jones-Lyon
REGION 3	Jennifer Rice
REGION 4	Cidalia Vital
REGION 5	Maria (Zoni) Gazy

- To reach other members of the ABPANC national office staff , contact:
  - Philip Godlewski, Program Associate, American Board of Perianesthesia Nursing Certification, Inc., (ABPANC), 475 Riverside Drive, 6<sup>th</sup> Floor, New York, NY, 10115-0089, 800-6ABPANC and press 2, or 212-367-4253 (direct line), 212-367-4256 (fax), or email – [pgodlewski@proexam.org](mailto:pgodlewski@proexam.org).
  - Bonnie Niebuhr, ABPANC CEO, call 888-822-3449 and enter pin # 4350 at the prompt, or email [bniebuhr@proexam.org](mailto:bniebuhr@proexam.org).
- After each component meeting, exhibit, or other specific event where you promoted CPAN® and CAPA® certification on behalf of ABPANC, you will need to e-mail the *ABPANC Leader Resource Team Activity Report* to Zelda Williams at the above email address. Maintain a copy of these reports so you can complete the annual report form.
- By June 1<sup>st</sup> please email the ABPANC Leader Resource Team Annual Report form to Zelda Williams at the above email address.
- After serving as a member of the ABPANC Leader Resource Team for a minimum of one year, you will receive 3 contact hours in Indirect Care toward your CPAN® and/or CAPA® recertification. In order to receive contact hours the “*ABPANC Leader Resource Team Activity Report*” must be submitted to the ABPANC national office.
- Contact Zelda Williams at the ABPANC office for exhibit supplies as soon as you know about the event but **at least** 2 weeks before you need them. Zelda will need to know the complete address and phone number of where to send the supplies. ABPANC will send the supplies in the most cost effective manner possible.
- All ABPANC Leader Resource Team members attending the ASPAN National Conferences will receive a special ribbon to wear, denoting ABPANC Leader Resource Team. Recognition will also be given at the CPAN®/CAPA® Recognition Luncheon.
- The ABPANC Board liaison will keep you in the communication loop through regular e-mail communications. A copy of the minutes from board meetings will be sent to you as well as a script for any policy changes that you may need to communicate. If you have any questions, do not hesitate to contact Zelda Williams! Thank you!