

2009 Florida Emergency Nurses Association General Assembly Delegate Guidelines

The FENA delegate coordinator retains the right to select delegates according to the current FENA delegate guidelines. Any questions regarding eligibility will be reviewed with the FENA executive board. Delegates and alternate delegates have the exact same responsibilities and reimbursements.

1. The delegate application must be completed and submitted by the deadline posted on the FENA website. A confirmation e-mail will be sent upon receipt of the application. If the applicant has not received the confirmation e-mail within 2 days of submitting the application it is the delegate's responsibility to contact the delegate coordinator. (Contact information will be posted on the FENA web site.)
2. All information on the delegate application is subject to confirmation.
3. Your local chapter president must E-Mail the delegate coordinator with confirmation of support for your application. If no active chapter president a FENA executive board officer or committee chair person may submit the e-mail of support.
4. A completed IRS W9 form must be returned with your application.
5. Attendance and participation at the FENA Delegate dinner meeting held Tuesday October 6, 2009 is mandatory. The purpose of this meeting is to discuss all national ENA proposed resolutions and by-law changes. The time and location of the meeting will be announced by the current FENA president, posted on the FENA website and e-mailed to all chosen delegates and alternates.
6. Attendance at all General Assembly Delegate Sessions in their entirety is required.
7. Service at any scheduled FENA fundraising activities at General assembly is required. The actual amount of time served in this capacity will be determined by the FENA state council and clearly communicated to all delegates prior to service. Individual time slots will be filled using a lottery system.
8. All delegates and alternate delegates **MUST** meet all the above stated requirements in order to be given the FENA delegate honorarium.
9. Failure to meet the requirements as a delegate or alternate delegate can result in a two year suspension from being able to serve as a FENA delegate or alternate delegate to National ENA's General Assembly. It is the individuals responsibility to contact the Delegate coordinator or current FENA president if at any time you are unable to fulfill your delegate responsibilities.
10. By signing the submitted application you are acknowledging an understanding of the delegate and alternate delegate requirements and your willingness to comply with them.