



Created June 2021
Reference form model: <https://ipac-canada.org/join-ipac-canada.php>

CACCN REGISTRATION APPLICATION

Please complete all applicable sections.

Name: _____

Academic Designations (MN, BScN, RN, etc.) _____

Job Title/Position: Bedside Nurse, Educator, Researcher, etc. _____

Employer / Health Authority / Hospital _____

Address _____

City _____ Prov/State _____ Postal/Zip Code _____ Country _____

Tel: _____ Cell: _____ Fax No: _____

Email Address: _____

NOTE: (Your email will be used to communicate you and will be your log-in for the CACCN and CJCCN website.)

CHAPTER MEMBERSHIP(S) – CACCN Membership also provides membership in your local chapter.

NATIONAL COMMITTEE PARTICIPATION – Members may choose to participate on a national committee. If you are interested, please email caccn@caccn.ca.

MEMBERSHIP CATEGORIES AND FEES

Review the criteria for each category on page 2

Add GST/HST as per province of residence.

ACTIVE MEMBER (Voting) - New, Renew or Past Member
 One Year - \$ 80 Two Years - \$ 150

AFFILIATE REGISTRATION (Non-Voting)
 One Year - \$ 80 Two Years - \$ 150

STUDENT REGISTRATION (Non-Voting)
 One Year - \$ 55

RETIRED (Non-Voting)
 One Year - \$ 60 Two Years - \$ 110

GROUP REGISTRATION
(Min 5 registrations)
 First Five (5) Group Registrations - One Year - \$ 75
 Six (6) to Ten (10) Group Registrations - One Year - \$ 70

Group: Name of Unit/Nurse Manager or Direct Supervisor _____

Group: Email of Unit/Nurse Manager or Direct Supervisor _____

Group Registration (con't)

1. When applying for Group Membership, each member must complete a separate registration Form.
2. All forms must be returned at the same time with payment information via cheque or money or a request for invoicing.
3. If an invoice is requested, registrations will not be active until payment is received/processed.

DISCIPLINE(s):

- RN
 Other: _____

EDUCATION LEVEL(s):

- Diploma
 BScN
 MN
 PhD
 Other: _____

AREA OF FOCUS

- Adult Pediatric
 Neonatal All Ages

AREA OF EMPLOYMENT

- Critical Care / Intensive Care
 Education
 Research
 Other: _____

NURSING REGISTRATION

Number _____ PROV: _____

MEMBER CANADIAN NURSES ASSOCIATION

- Yes
 No

CERTIFICATION

- CNCC(C) CNCCP(C)
 Other Certification: _____
 Year of Exam or Recent Renewal: _____

Applicant's Last Name: _____

STATISTICAL / DEMOGRAPHIC INFORMATION (Optional; this information is for data/informational purposes only.)

Number of Years in Nursing

- | | | | |
|----------------------------------|-----------------------------------|-----------------------------------|----------------------------------|
| <input type="checkbox"/> 1 to 5 | <input type="checkbox"/> 11 to 15 | <input type="checkbox"/> 21 to 25 | <input type="checkbox"/> Over 31 |
| <input type="checkbox"/> 6 to 10 | <input type="checkbox"/> 16 to 20 | <input type="checkbox"/> 26 to 30 | |

Number of Years in Critical Care Nursing

- | | | | |
|----------------------------------|-----------------------------------|-----------------------------------|----------------------------------|
| <input type="checkbox"/> 1 to 5 | <input type="checkbox"/> 11 to 15 | <input type="checkbox"/> 21 to 25 | <input type="checkbox"/> Over 31 |
| <input type="checkbox"/> 6 to 10 | <input type="checkbox"/> 16 to 20 | <input type="checkbox"/> 26 to 30 | |

Age Group

- | | | |
|-----------------------------------|-----------------------------------|-----------------------------------|
| <input type="checkbox"/> 18 to 25 | <input type="checkbox"/> 36 to 45 | <input type="checkbox"/> 56 to 65 |
| <input type="checkbox"/> 26 to 35 | <input type="checkbox"/> 46 to 55 | <input type="checkbox"/> Over 65 |

How did you hear about CACCN?

- Member Referral - Name of Member _____ Social Media – Facebook, Twitter
 Other: _____

REGISTRATION CATEGORIES

1. Memberships expire 12 months from date of processing.
 2. Memberships are non-transferrable during the membership year.
 3. Fees will not be refunded after 30 days receipt and only if the registrant has joined the wrong association.
 4. Continual Renewal fees are not refunded after processing – refer to the continuous renewal FAQs.
 5. NSF Fee for cheques \$25.00.
3. Applications for student registration must be accompanied by confirmation of registration in an accredited nursing program.
4. Non-voting registration.
5. May hold office at the chapter executive level and may serve on national committees but may not hold a National Board position.

Active Membership:

1. Individuals holding a registered nursing license working in critical care.
2. May vote, hold office, may serve on committees and hold a National Board position.

Affiliate Registration:

1. Individuals holding a registered nursing license not currently working in critical care.
2. Medical Suppliers.
3. Others with an interest in critical care.
4. Non-voting registration.
5. May hold office at the chapter executive level and may serve on national committees but may not hold a National Board position.

Student Registration:

1. Student nurse in an accredited professional nursing program who is not currently licensed as a registered nurse.
2. Graduate nurses holding a registered nursing license do not qualify for student registration.

Retired Registration:

1. Retired from nursing.
2. Not employed in nursing. Not seeking employment in nursing.
3. Retired and no longer holds an active license to practice nursing.
4. Non-voting registration.
5. May hold office at the chapter executive level and may serve on national committees but may not hold a National Board position.

Group Registration:

1. Registered Nurses and/or Employees of hospitals, healthcare related institutions or agencies interested in fostering the purposes and objectives of the CACCN.
2. All registrants must work at the same physical site **OR** report to the same Direct Supervisor.
3. Name and Email of the Unit/Nurse Manager or Direct Supervisor will be required.
4. All registrations must be received at one time with payment **OR** an invoice requested. Registrations will not be activated until the payment is received and processed.
5. Registration will stay with the individual for the remainder of the membership year and are non-transferrable.
6. Refer to criteria above for information on registration type.

PAYMENT OPTIONS: Complete form and return **pages 1 & 2** by mail with cheque/bank draft to CACCN, PO Box 25322, London, ON, N6C 6B1, or scan to email caccn@caccn.ca or secure fax 519-649-1458 with credit card information. Registration completed by credit card payment are automatically registered in the continuous renewal program (exceptions: student and group registrations). *GST/HST is applicable on member / registration fees based on province of residence – add to registration fee.*

Registration Fee \$: _____ GST/HST \$: _____ TOTAL Payment (GST/HST included) \$: _____

AMEX Visa Mastercard Cheque/bank draft payable to CACCN

Cardholder Name: _____

Address on statement, if different than above: _____

Card #: _____ Expiry: _____ CVV# _____

CONTINUOUS RENEWAL FAQs

What is Continuous Renewal?

The CACCN “Continuous Renewal” feature allows for continuous renewal of your membership on its expiry date if you pay via credit card. You will no longer have to worry about remembering to renew! Following the completion of your membership application, CACCN will charge membership dues to your credit card. Following this, CACCN will continuously charge your credit card for a one-year membership renewal on or about your expiry date. With this worry-free feature, your membership benefits will continue without interruption!

How do I sign up?

1. When completing membership online and via credit card, members are **automatically included** in the Continuous Renewal Program.
2. On your next renewal date, CACCN will renew your membership using the credit card information on file.
3. Let us know if your credit card information or expiry date changes, by emailing caccn@caccn.ca, calling 1-866-477-9077 / 519-649-5284.

How does it all work?

Provided you continue to meet membership criteria (active or associate), your continuous renewal participation will continue until **you choose** to cancel your membership or opt out of the program. If there is a change in CACCN membership dues prior to continuous renewal, the newly determined fees will be applied. Any change in membership dues are communicated well in advance of implementation.

Does CACCN store my credit card information?

No, CACCN does not store your credit card information in our database nor in any record held at National Office. All credit card information is explicitly stored with the credit card processing company Eigen Developments. Eigen Developments meets and exceeds all industry standards in PDI compliance in ensuring the financial safety of our members. CACCN will maintain a record of those participating in the program via membership number and contact information.

Can Continuous Renewal be cancelled?

CACCN provides notification to members of the impending auto renewal of membership approximately forty-five (45) days prior to the renewal date via Canada Post and also provides notification via email, when possible. Cancellation of continuous renewal may be completed by submitting a written request to CACCN National Office at **least fifteen (15) days** prior to your membership expiry date: CACCN, P. O. Box # 25322, London, ON, N6C 6B1; via email to caccn@caccn.ca; or via fax to 519-649-1458.

Are refunds provided if I do not cancel 15 days prior to the renewal?

Refund of payment will not be issued for auto renewal of membership fees if the member has not contacted CACCN National prior to the membership expiry date to cancel continuous renewal.