

## **GUIDANCE NOTES ON RUNNING A REGIONAL AREA**

**Aim:** To facilitate professional support and networking to physiotherapists working in extended roles.

Actions:

- 1) To be listed as an APPN Rep on the APPN website and be accessible to members and potential members of the network.
- 2) To provide a short summary of the group's activities for each AGM. This may be published in Horizon.
- 3) To act as a link between the group and the Executive Committee.
- 4) To promote APPN to members of the group. (e.g. publicising educational events including the APPN Conference and AGM, promoting the advantages and benefits of APPN membership).

### Information required for the APPN website and Horizon

Contact details i.e. name of region/locality group, name of rep, place of work, e-mail address

### Information required in an annual report

Name of author

Region/locality

Summary of group activities over the year

Other relevant information

### \*Free Membership\*

In recognition of the work of members who co-ordinate APPN member activities locally the annual membership fee of our recognised locality or regional reps may be refunded. Annual membership is paid as usual on an individual's annual renewal date but refunded if the criteria above are met.

*Updated 12<sup>th</sup> October 2018*

