



CSHET

**Carolinas Society for
Healthcare Education
and Training**



***NEW MEMBER
ORIENTATION***

BY

**DEBRA WILLIAMS, MSN, RN-BC
CSHET SECRETARY**

REVISED 12/2010

New Members

- Thank you for joining CSHET! Each new member will receive a welcome letter via e-mail and a membership card through postal service from the CSHET secretary. A list of CSHET members with contact information will be emailed to you.
- The welcome letter includes the CSHET website link, <http://www.cshet.org>.



The screenshot shows the homepage of the Carolinas Society for Healthcare Education Training (CSHET). The header features the CSHET logo and a photograph of a diverse group of healthcare educators. The main content area includes a detailed description of the society's mission and a vertical navigation menu on the right side.

CSHET
Carolinas Society for Healthcare
Education Training

The Carolinas Society for Healthcare Education and Training (CSHET) is a professional society for persons who are responsible for the training and continuing education of healthcare personnel. The Society includes instructors, staff development specialists, patient education coordinators, education managers, community health educators, human resources developers, nursing faculty, and anyone interested in healthcare education. These people design, manage and implement continuing education and training programs in all types of healthcare institutions, allied health associations, government agencies, academic education, and educational institutions.

Our Mission: To promote a learning community among healthcare educators.

Home
About Us
Contact Us
Teaching Tool Box
Conferences
Newsletters
Membership
Services
Policies and Procedures
Constitution and Bylaws

CSHET Web site



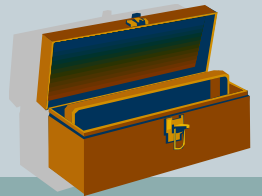
- This site will provide you with information about:
 - CSHET Board contact information by clicking on Contact Us
 - Conferences (Spring Conference & Fall Networking Meeting)
 - CSHET Newsletter
 - Membership information
 - Services that CSHET provides
 - CSHET Policies/Procedures
 - CSHET Constitution and Bylaws
 - CSHET positions and responsibilities



New Web Site Features



- **CSHET Spotlight**-This section is where a CSHET member will be highlighted so we can get to know other members. Goal is to update this information at least once a quarter with a new CSHET member.
- **Teaching Tool Box**-This is where educators can find information on games, book reviews, teaching tips and CSHET Cookbook. Any educational information that you would like to share with others related to the above, please email our SC Director, Deborah Harley, dhharley@srhs.com and she can post it.
- **Guest Book**-This is where member(s) and visitors can send comments, suggestions and support for CSHET website.



Meet your CSHET Board Members



Sherry Eison, President e19194@srhs.com

Job Description

The major responsibilities for this position includes:

1. serving as chair of the CSHET Executive Board,
2. planning the agenda and presiding at all CSHET Board and Business Meetings,
3. presiding over conferences and meetings,
4. writing the President's Letter for newsletter.



Kecia Hall, President-Elect kecia.hall@carolinashealthcare.org

Job Description

The major responsibilities for this position include:

1. planning, implementing, and evaluating the annual CSHET Spring Conference,
2. chairing the Strategic Planning Committee (PP), Conference Planning Committee, and Nominating Committee (PP),
3. documenting and developing the spring conference brochure, speaker information and the budget for the conference.

Meet your CSHET Board Members

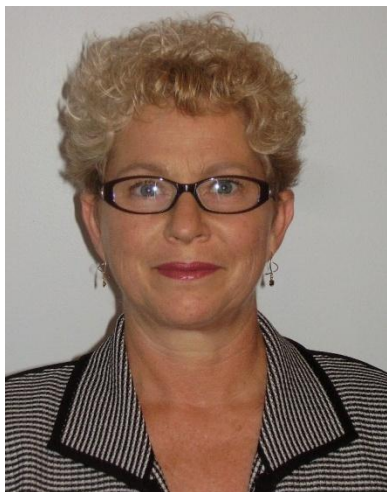


Debra Williams, Secretary debra.d.williams@ahss.org

Job Description

The major responsibilities for this position include:

1. recording the minutes of all CSHET board and business meetings,
2. providing orientation to CSHET to new members via email,
3. maintaining documentation of CSHET activities and correspondences.



Ann Lampron, Treasurer aplampron@novanthealth.org

Job Description

The major responsibilities for this position include:

1. maintaining records of all income and expenditures,
2. sending membership applications to existing and potential member,
3. maintaining records of all members and conference attendees.

Meet your CSHET Board Members



Datra Delk-Patrick, NC Director patrickinlex@northstate.net

Job Description

The major responsibilities for this position includes:

1. serving as chair of the awards committee,
2. serving as historian and photographer,
3. creating and sending C-mail to CSHET members.



Deborah Harley , SC Director dhharley@srhs.com

Job Description

The major responsibilities for this position includes:

1. managing and updating the CSHET website,
2. assisting the Director at Large with the CSHET Fall Networking Meeting,
3. serving as chair of the Constitution and Bylaws Committee.

Meet your CSHET Board Members



Mitzi Grey, Director at Large mgrey@greyandco.com

Job Description

The major responsibilities for this position includes:

1. coordinating and publishing the CSHET Newsletter twice a year,
2. coordinating the planning and implementation of the CSHET Fall Networking Meeting.



Cynthia Rice, Past President crice@srhs.com

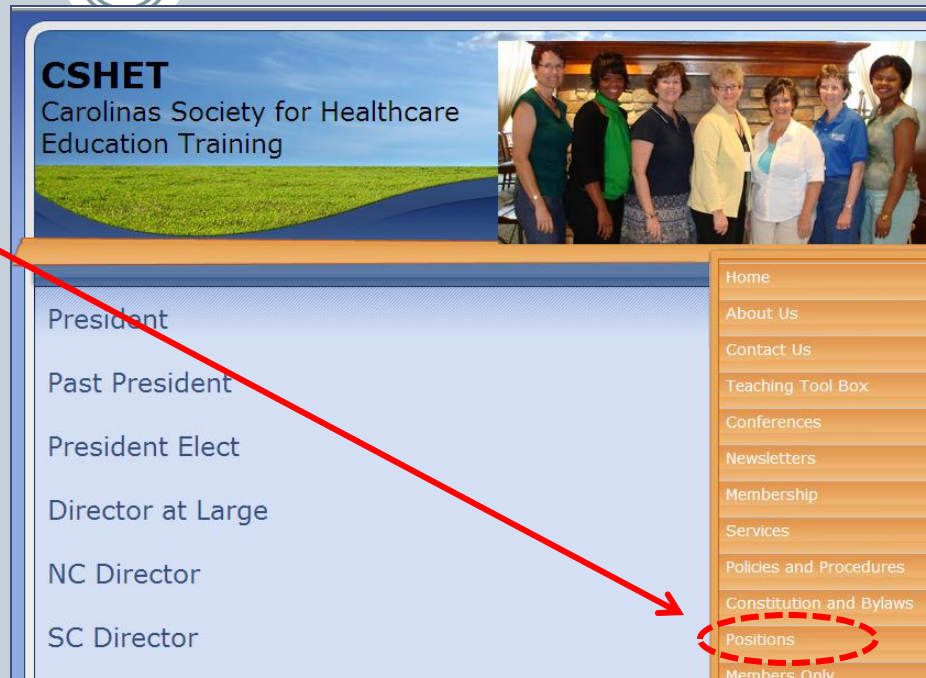
Job Description

The major responsibilities for this position includes:

1. chairing the Strategic Planning Committee,
2. chairing the Nominating Committee,
3. serving on the Program Planning Committee for CSHET Spring Conference and CSHET Fall Networking Meeting.

CSHET Board Members Job Descriptions

- Visit the CSHET website (Positions) for more detailed information on job descriptions for the Board Members by clicking on Positions.



CSHET is always recruiting members to become more involved in the organization. If interested in becoming a future board member, please contact one of the current board members for more information.

What does CSHET have to offer you?



- New friends/new resources to network with.
 - If you have a question that you want to send to CSHET members, you can send it to one of the board members to email out to all the CSHET members.
- New creative ideas from CSHET members, CSHET Cross Statement newsletter (sent out twice a year), CSHET Spring Conferences, and CSHET Fall Networking Meetings.
- Current information on healthcare developments through the CSHET Spring Conferences and CSHET Fall Networking Meetings.
- Opportunity to share your experience, wisdom, and expertise with CSHET members by being a speaker at the CSHET Fall Networking Meeting. (Registration fee is free if you are a presenter).

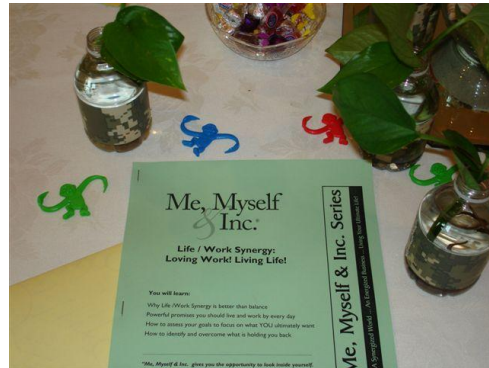
Meeting New CSHET Members



Fun and Laughter at Conferences



CSHET Spring Conference "Education, It's a Jungle Out There!", April 28-30, 2010, Myrtle Beach, SC.



What does CSHET have to offer you?



- **Recognition of members through CSHET awards program**
 - **Billie Routh Spirit of CSHET Award**-recognizes a CSHET member who demonstrates resourcefulness, innovation, and commitment in health care and the education of employees, patients, and/or community
 - **CSHET Jumpmaster Award**-recognizes a member of CSHET for less than 3 years, but has immediately “jumped in” and gotten involved in CSHET through committees, holding office, recruiting, or other key contributions
 - **Sandi Hargette Excellence in Practice Award**-recognizes a CSHET member for excellence in the profession of healthcare education and focuses on a contribution the person has made through a special program or project, publication, research, or other practice having a significant impact in the field of healthcare education.

See www.cshet.org for more information

Great Speakers/Recognition



CSHET Members Sharing Knowledge & Talents



Fall Networking Meeting: Education Under Construction, Breaking Down the Barriers, September 24, 2010 in Asheville, NC.

Breaking Barriers to Professional Certification
By Jeff Hix, RN, BSN, CNOR



Job Site Safety: First, Do No Harm Building a Culture of Safety
By Linda Kinney, RN, MEd, CMSRN



Under Construction: Time Management *By Serene Clontz, RN, BSN, MBA*



Building Bridges Across the Generation Gap *By Debra Williams, MSN, RN-BC*



What does CSHET have to offer you?



- **Assistance with professional development**
 - A yearly CSHET Scholarship Award is available for a CSHET member who is furthering their education. A monetary gift (up to \$500.00) to help offset the costs of their academic expenses is given to the person selected. For more information, see www.cshet.org.
 - Opportunity to serve on one of the CSHET committees-Awards Committee, Nominating Committee, Conference Program Planning Committee (reimbursed one night of lodging for Spring Conference).
 - Opportunity to serve on the CSHET Board-receive free registration for Spring Conference, President Elect is sponsored to attend a conference to search for speakers

How can you help make CSHET a strong, viable organization?

- By recruiting new members for CSHET.
- By submitting items for the CSHET Training Tool Box to share with members.
- By attending the CSHET Spring Conference and CSHET Fall Networking Meeting.
- By networking with your CSHET colleagues and sharing ideas.
- By serving on one of the CSHET committees.
- By running for one of the CSHET Board member positions.
- By speaking at the Fall Networking Meeting.



New Friends and Resources



How can you learn more about CSHET?



- Visit the CSHET website at www.cshet.org
- Contact one of the Board Members.
 - Sherry Eison, President e19194@srhs.com
 - Kecia Hall, President-Elect kecia.hall@carolinashealthcare.org
 - Debra Williams, Secretary debra.d.williams@ahss.org
 - Ann Lampron, Treasurer aplampron@novanthealth.org
 - Datra Delk-Patrick, NC Director patrickinlex@northstate.net
 - Deborah Harley , SC Director dhharley@srhs.com
 - Mitzi Grey, Director at Large mgrey@greyandco.com
 - Cynthia Rice, Past President crice@srhs.com



Again, thank you so much
for joining CSHET and
welcome to this
organization!

 *Thank You* 