

6.4 Membership Application and Benefits Policy

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POLICY

The membership annual cycle will run one year from the date of joining (anniversary year), unless paying for multiple years in advance. Renewals are due annually on each anniversary. If a member does not renew within the grace period of expiration, their membership will be terminated and all membership benefits will be forfeited.

Transferring of membership is not allowed. No refunds will be allowed once processed.

Grace Period

All renewing memberships will have a 1 month grace period.

Membership Reinstatement

Reinstatement can begin any time once the member has paid the annual dues.

A Member shall cease to be a Member if he or she

- Does not renew within 1 month of expiration
- dies; or
- withdraws from the Association.

PERSONS AND AREAS AFFECTED

Membership in the International Association of Forensic Nurses (IAFN) is divided into five categories.

1. **Student Member** : Available to those who are currently a nursing student enrolled in their primary nursing program and has never held a professional registered nursing license
1. **Regular Member**: A person who holds a full and unrestricted license as a registered nurse (RN) in the United States or its territories or a license as a first-level general nurse in the country/jurisdiction of current practice. If the candidate is not licensed in the U.S. or its territories, the candidate must have successfully completed a post-secondary (as defined by the country) nursing education program that included classroom instruction and clinical practice in the five major areas of nursing: medical, surgical, obstetric, pediatric, and

psychiatric, and whose professional orientation is toward forensic nursing, or has an interest in forensic nursing.

2. **Associate Member**: A person who expresses an interest in the field of forensic nursing, and supports the concepts of forensic nursing, but is not a registered nurse or licensed as a first level general nurse in a country other than the U.S. and its territories.
3. **Honorary Member**: A person who holds a RN license or equivalent and has been given a special award by the Association or as determined by the Board of Directors can be given this membership status.
4. **Retired Member**: Active IAFN Members may request to change their member type to Retired Member status upon payment of their annual dues. To qualify for Retired Member status said member must be at least 65 years of age and have maintained an active membership status with IAFN for a minimum of five consecutive years.

PROCEDURE

Application

A membership application will be made available in print and online. Membership applications will be processed within two weeks for new members. Each member will receive a membership packet that will include a membership number that will be used as a reference in administrative functions.

Renewal and Billing Process

1. Thirty (30) days before a membership is due to expire the member will receive an email invoice
2. Sixty (60) days before a membership is due to expire the member will receive an email invoice
3. Thirty (30) days after their membership has expired the member will receive an email invoice
4. Thirty (30) days after their membership has expired the member will receive a final paper invoice mailed to them at their last known address.

Regular, Retired, and Honorary Benefits

- Journal of Forensic Nursing (JFN) accessed online
- Reduced registration fees to IAFN's Annual Conference
- Discount on IAFN sponsored certification examinations and renewal application fees.
- Exclusive access to resources and services on the IAFN website, featuring:
 - 24/7 access to the Member Online Community
 - Search the IAFN global member database
 - Resource library of publications
- Free continuing education through the online learning center as of January 1, 2019 (for all offerings 3 hours or less)
- Voting privileges

Associate and Student Membership Benefits

- All of the above, except
 - online access to the Journal of Forensic Nursing (JFN)
 - free continuing education through the online learning center and
 - voting privileges.
- These members may choose to pay an additional fee to receive online and/or print access to the JFN.