



ANNA
American Nephrology
Nurses Association

Policy	11.02.33
Revised	10/25
BOD Reviewed and Approved.	10/25
Substituted for	5/24
Original Date.....	5/24

ROLE DESCRIPTION

A. CO-CHIEF NURSE ADVISORS FOR ADVOCACY AND HEALTH POLICY

B. OVERALL PURPOSE AND OBJECTIVES OF ROLE

1. Understands, upholds, and supports the mission, vision, objectives, policies, procedures, and strategic plan of ANNA.
2. Promotes activities and issues that implement and advance ANNA's Strategic Plan.
3. Represents and advocates for the positions of ANNA and nephrology nursing – outlined in ANNA's Health Policy Agenda and official position statements – in discussions regarding legislation and federal programs related to chronic kidney disease (CKD).

C. COMPOSITION

1. The Co-Chief Nurse Advisors for Advocacy and Health Policy role will be filled by two (2) ANNA members.
2. Qualifications
 - a. Baccalaureate degree required; master's degree preferred.
 - b. Full member of ANNA for at least three (3) years.
 - c. Five (5) years of experience in nephrology nursing.
 - d. Demonstrates an understanding of issues related to healthcare, nursing practice in general, nephrology nursing, CKD, transplantation, and related therapies.
 - e. Demonstrated public speaking with strong verbal and writing skills.
 - f. Knowledge of the legislative and regulatory processes, the development of federal health policy, and of the various regulatory agencies, including the Medicare End Stage Renal Disease (ESRD) program.
 - g. Experience in federal policy development and reviewing/commenting on federal governmental documents, research studies, and policy analysis preferred.
 - h. History of serving in ANNA Leadership positions, such as a full member of the Board of Directors, preferably Past National President.
 - i. Prior attendance at the ANNA Advocacy Forum.
 - j. Member of the American Nurses Association (ANA) and/or state nurses' association preferred.
 - k. Current certification in nephrology nursing.
 - l. Actively employed in a nephrology nursing role.

3. Selection Criteria

- a. Established knowledge base in nephrology, transplantation, and related therapies.
- b. Demonstrated ability to lead a group.
- c. Demonstrated ability to develop educational programs.
- d. Consideration will be given to include differences in practice specialty, age, ethnicity, gender, and geographic representation.

D. Tenure

As independent consultants, the ANNA Co-Chief Nurse Advisors, have an review of the contract in March of each year. Renewal may occur with a satisfactory annual performance review conducted by ANNA's Executive Director and Board of Directors per the ANNA Constitution and/or Bylaws.

E. Attendance at the Following Meetings

1. Advocacy Forum.
2. Conferences and meetings of the ANNA Health Policy Committee and others (i.e. the Alliance for Home Dialysis, Kidney Care Partners, Battelle, etc.) as identified.
3. Conference calls for Health Policy Leaders, Board of Directors, and others as requested.
4. Periodic meetings with committee members, lobbyists, and government relations personnel from other nephrology nursing or health care organizations as requested and approved by the Board of Directors or National President.

F. Responsibilities

1. Serves as a resource for activities at the Federal and State levels by monitoring, identifying, and addressing federal legislative and regulatory activities impacting general nursing practice, nephrology nursing practice, and individuals affected by kidney disease.
2. Reviews, analyzes, and evaluates proposed legislation and regulations that affect ANNA and its interests and recommends a course of action for ANNA's consideration.
3. Works closely with the Director, Strategic Communications to review and ensure accuracy in any Action Alerts, articles on ANNA's legislative initiatives, and press releases.
 - a. Provides expert nursing/clinical opinion on matters pertaining to advocacy and health policy.
 - b. Provides quotes for press statements and to the media when needed/requested.
4. Collaborates with ANNA's federal government relations team on Congressional and Regulatory matters related to healthcare, nursing practice in general, nephrology nursing, CKD, transplantation, and related therapies.

5. Serves as a resource for planning and implementing the ANNA Advocacy Forum.
6. Develops strategies to guide advocacy, health care policy, and educational activities at the local, state, and federal levels.
7. Collaborates with the ANNA National Office and Health Policy Committee to develop ANNA grassroots participation in advocacy and health care policy.
8. Represents ANNA on key committees (i.e. Kidney Care Partners, The Alliance for Home Dialysis, Battelle, etc.) as applicable.
 - a. Monitors and reports relevant issues and activities directly impacting nephrology nursing practice to the ANNA National President or Board Liaison.
 - b. Reviews and evaluates materials, providing recommendations and anticipated outcomes to the ANNA National President or Board Liaison.
 - c. Functions as an active participant, when selected as a member of a workgroup, providing status reports to the National President or designated Board Liaison.
 - d. Collaborates with the Federal Health Policy and Government Relations Consultant on activities.
 - e. Provides direction, support, and guidance to ANNA's leadership about committee-related issues and activities.
9. Provides mentorship to ANNA leaders representing ANNA on committees or task forces relating to advocacy and/or health policy.
10. Participates, mentors, and advises in ANNA's Advocacy and Health Policy Committee.
11. Identifies the need to develop or revise Position Statements on health policy legislation, and government programs affecting nursing and individuals with kidney disease per policy titled *Position Statements 1.11*.
12. Reviews role description, as requested, and proposes changes to the National Secretary.
13. Submits a written status report as requested to the Board Liaison. Notifies the Board Liaison immediately of significant changes or problems.
14. Meets monthly with the Executive Director.

G. Responsibilities of the Management Firm

1. Provides assistance and support to the Co-Chief Nurse Advisors for Advocacy & Health Policy in preparing correspondence and other documents for presentation to the BOD for approval, including coordination of edits and changes.

H. Responsibilities of the Executive Director

1. Provides counsel and direction when asked and/or needed to ensure compliance with the Board of Directors' intent and the Association's policies and procedures.
2. Ensures support from the ANNA National Office when/if needed and necessary to advance an initiative (i.e. the Advocacy Forum).

I. Lines of Communications

1. Reports directly to the Executive Director and the ANNA National President (or their designee) as identified within the organizational chart.
2. The Executive Director facilitates an Annual Performance Review of the Advisors. The ANNA National President will conduct the Annual Performance Review in collaboration with the designated Board Liaison.
3. The ANNA National President shares the Co-Chief Nurse Advisors for Advocacy and Health Policy Annual Performance Review results with the Board of Directors.