

Dear Health Care Human Resources Professional:

### About ASHHRA

The American Society for Healthcare Human Resources Administration (ASHHRA) – a personal membership group of the American Hospital Association (AHA), is the nation's only membership **organization dedicated exclusively to meeting the needs of health care human resources** practitioners. ASHHRA is recognized as “the premier source of educational resources, industry research, HR tools, networking, and best practices for the health care HR professional. When you join ASHHRA, you are investing in your future while helping to advance the transformation of the health care HR leader.



Visit us at [www.ashhra.org](http://www.ashhra.org)

The mission of ASHHRA is *to lead the way for members to become more effective, valued, and credible leaders in health care human resources administration. ASHHRA provides timely and critical support through research, ongoing learning and development, products and resources, and opportunities for networking and collaboration.*

### Joint Membership – ASHHRA & SHRM

Among the great benefits of membership is the opportunity to become a joint member of ASHHRA and the Society for Human Resource Management (SHRM), to become fully equipped with valuable information on human resources in general and the specialty of health care human resources. Joint members in ASHHRA and SHRM enjoy a \$15.00 discount on the cost of SHRM annual dues. If you are already a SHRM member paying \$160 and you choose to join ASHHRA at this time, you will have a common renewal date for both societies, and you will be able to take advantage of the SHRM discounted membership dues.

### ASHHRA Benefits:

#### I) Educational Resources

- **HR Pulse** – (the official publication for ASHHRA members) a quarterly magazine supporting the ASHHRA mission that provides you with information, tools, and resources that are forward thinking and relevant to your role as a health care HR professional
- **Webinars** – electronic learning sessions led by ASHHRA members like you and partners with specific expertise in the health care HR profession
- **ASHHRA Annual Conference & Exposition** – the most highly anticipated event with learning sessions focused on hot topics developed through the HR Leader Model to advance your leadership and personal development
- **ASHHRA E-News Brief** – a monthly electronic news publication that provides health care HR leaders with a variety of articles focused on HR issues in workforce strategies, recruitment and retention, compensation and benefits, and health care workforce shortages

#### II) Networking & Knowledge Sharing

- **Networking events** – at the ASHHRA Annual Conference & Exposition – you will have the opportunity to socialize and exchange information with your colleagues, and leaders to learn and share ideas
- **ASHHRA Online Community** – at [www.myashhra.org](http://www.myashhra.org) – a form of social media where ASHHRA members can join together for conversations, sharing resources, and networking on various issues in health care HR
- **ASHHRA Member and Consultant Directory** – Printed annually to help you stay connected with all other ASHHRA members, also available online

#### III) Tools & Resources

- **ASHHRA Web site** – [www.ashhra.org](http://www.ashhra.org) is an interactive tool that keeps you up to date on products, services, and resources
- **AHA Resource Center** – a research library with one of the world's largest collections of hospital literature
- **ASHHRA HR Leader Model** – five competencies for health care HR leaders
- **ASHHRA Career Center** – a health care HR job bank for health care HR professionals and students
- **ASHHRA Health Care Buyers Guide** – electronic listing of key suppliers that offer products and services designed to meet the needs of the health care HR practitioner
- **ASHHRA HR Metrics Tool** – a strategy and planning instrument designed for health care HR practitioners to input, update, and create annual custom reports on HR expenses, including turnover, compensation budgets, benefits, training, recruitment, and related operational expenses
- **Industry Reports** – examples are the Health Care Labor Report and the IRI Semi-Annual Health Care Labor Activity Report providing the latest trends on labor issues

Take action today by completing the next three pages and returning them to ASHHRA c/o The American Hospital Association, P. O. Box 75315, Chicago, Illinois 60675-5315.

Demographic Information

Please circle the appropriate code for each category and return this form along with the next two pages.

Education	Code	Race / Ethnicity	Code	Gender	Code
High School	1	Multi-cultural	0	Male	M
Some College	2	American Indian/ Alaskan Native	1	Female	F
Bachelor's Degree	3	Asian/Pacific Islander	2		
Some College beyond Bachelor's Degree	4	African American	3		
Master's Degree	5	Hispanic	4		
MBA	6	Caucasian	5		
Doctorate	7	Other	6		
Your Title	Code	Your Function	Code	Department Size	Code
President, CEO, Partner, Chairman	13	HR Generalist	50	Less than 5	0
Vice President	15	Employment/Recruitment	51	5-9	1
Assistant Vice President	17	Benefits	52	10-24	2
Director	20	Compensation	53	25-49	3
Assistant Director	25	Labor/Industrial Relations	54	50-99	4
Manager, HR Generalist	30	Training/Development	55	100 or more	5
Supervisor	35	Organizational Development	56		
Specialist	40	Legal	57	Company Size	Code
Administrator	46	Health/Safety/Security	58	<100 employees	1
Representative	47	Employee Assistance Programs	59	100 - 499	2
Legal Counsel	50	Employee Relations	60	500 - 999	3
Academician	55	Communications	61	1000 - 2499	4
Librarian	60	EEO/Affirmative Action	62	2500 - 4999	5
Consultant	65	HRIS	63	5000 - 9999	6
Other: please specify:	99	Research	64	10000 - 24999	7
		Consultant	65	≥25000	8
		Administrative	66		
		International HRM	67	Type of Organization	Code
		Diversity	68	Hospital and/Health Care System	H
		Other, please specify	99	Health Care Organization Outside of Hospitals	NH

Definitions of Membership Categories for ASHHRA & SHRM

**ASHHRA**

Practitioner

Consultant

**SHRM**

Professional Membership       General Membership

Associate Membership

ASHHRA	SHRM
<b>Practitioner</b> – Granted to persons who have management or other professional responsibility for human resources, personnel or employee relations function in a health care institution.	<b>Professional Membership.</b> Individuals engaged in human resource management with at least three years of experience at the exempt level, or any individual certified by the Human Resource Certification Institute, or any faculty member with three or more years experience holding at least assistant professorial rank in HR, or a full-time consultant. Members have voting rights and can run for office in the national Society.
<b>Consultant</b> – Granted to consultants, whose primary function is human resources administration in consulting, recruitment, training and development	<b>General Membership.</b> Individuals engaged in human resource management at the exempt level but do not meet the requirements for Professional member. Members have voting rights but may not run for office in the national Society.
<b>Student</b> – Granted to current full-time students who carry at least 20 hours a semester (must provide a transcript and student ID) and work less than 30 hours a week.	<b>Associate Membership.</b> Individuals in non-exempt HRM positions as well as those who do not meet any of the foregoing categories but have a bona fide interest in human resource management. Associate members do not have voting rights and may not hold office in the national Society.
<b>Retired</b> – Granted to former health care HR practitioners and consultants that have retired from the field.	

Please select your membership option and complete the form on the next page.

**Individual Membership**

- ASHHRA Individual Membership (REG) – First individual employed by a health care institution \$140.00
- ASHHRA Individual Membership (PCM) – Professional Consultant Member employed by a Non-healthcare institution, firm or company \$275.00
- ASHHRA Student Membership \$ 50.00
- ASHHRA Retired Membership \$ 50.00

**Joint Membership** (enjoy 2009 pricing at this level only)

- ASHHRA/SHRM\* Joint Member (JOP) – Individual employed by a health care institution \$270.00
- ASHHRA/SHRM Joint Consultant Member (JOC) \$420.00

**Corporate Membership** (for practitioner members only)

- Category I: Organizations with up to five members<sup>1</sup> \$550.00
- Category II: Organizations with 6 – 10 members<sup>2</sup> \$850.00
- Category III: Organizations with more than 10, call us at 312-422-3720 TBD
- NOTE: Joint Membership – must add \$145/member within each category**

\* ASHHRA/SHRM Joint Members receive a \$15.00 discount on the cost of SHRM's regular membership at \$160.

1. All 5 members within corporate category I must register at the same time during initial registration. A) If less than five members renew, the member fees defer to general member category. B) A corporate member id will be created as well as an individual member number - Consultants do not qualify.
2. At least 6 members within corporate category II must register at the same time during initial registration. A) The balance can be added at another time but the entire corporate membership renews at the date of initial registration, including those individual members that were added at a later time. B) At least 6 members must renew at once or the member fee will defer to either corporate category I or to general membership, depending on the number of members submitted for renewal.

Please Type or Print Clearly

To help us ensure that your member needs are met, please complete all areas of the application.

I am applying for (check one box):  ASHHRA Membership Only  ASHHRA/SHRM Joint Membership

Check if you are:  Former ASHHRA member - mbr #: \_\_\_\_\_  Former SHRM member – mbr #: \_\_\_\_\_

Certifications:  PHR  SPHR  GPHR  Other \_\_\_\_\_

**Member Information:**

First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_ Last Name \_\_\_\_\_

Title \_\_\_\_\_

Organization Name \_\_\_\_\_

Address \_\_\_\_\_

City, State/Province, Zip Code, Country \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_ E-mail \_\_\_\_\_

**Personal Information:**

Home Address \_\_\_\_\_

City, State/Province, Zip Code \_\_\_\_\_

Date of Birth (optional) \_\_\_\_/\_\_\_\_/\_\_\_\_ **Are you** (check all that apply)  New to HR  New to Health Care HR  
 (New = 5 years or less)

Mail should be sent to:  Work address  Please check if you do not wish to receive non-association mail  
 Home address

Are you a member of your local ASHHRA Chapter?  Yes  No If yes, which chapter(s)? \_\_\_\_\_

**Please indicate your method of payment:**

Payment enclosed (US \$/US Bank only)  
 Charge my:  Visa  MasterCard  American Express Credit Card Exp Date: \_\_\_\_\_

I Authorize ASHHRA to charge \$ \_\_\_\_\_ to my credit card \_\_\_\_\_

\_\_\_\_\_  
 Name as it appears on card

\_\_\_\_\_  
 Signature

**Remittance of dues must accompany this application, may take 4-6 weeks to process if mailed. Make check or money order payable to: American Society for Healthcare Human Resources Administration, American Hospital Association, P. O. Box 75315, Chicago, Illinois 60675-5315, Phone: 312/422-3725, Fax: 312/422-3609.**

I hereby apply for membership in the American Society for Healthcare Human Resources Administration and/or the Society for Human Resource Management and agree to pay the current applicable membership dues. (\$55.00 of SHRM membership is applied toward HRMagazine; the ASHHRA HR Pulse Magazine is FREE to members.)

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

*Dues are not deductible as charitable contributions for federal income tax purposes but may be deductible as ordinary and necessary business expenses except that, under IRC section 162(e)(1), 8% of the SHRM dues are not deductible.*