



1000 Westgate Drive, Suite 252 • Saint Paul, Minnesota 55114
Phone 800-830.ASPR(2777) | Fax: 651.290.2266
admin@aspr.org | www.aspr.org

Membership Application

ASPR membership is available only to in-house physician recruiters. Physician recruiters that work for or are contracted with third-party recruiting firms are not eligible for membership.

Name: _____ Position/Title _____

Company/Organization: _____

Business Address: _____

City/State/Zip/Country: _____

Phone: _____ Fax: _____

Email: _____ Website: _____

Home Address: _____

City/State/Zip/Country: _____

Gender: Male Female Date of Birth (MM/DD/YYYY): _____

I have read and agreed to the ASPR Code of Conduct (see page 4)

Membership type Applied for (see page 3): Active Interim

Are you a New or Rejoining member? New Member Rejoining Member (Year you first joined ASPR: _____)

Organization Type: Non-Profit For-Profit Hospital System Hospital Groups/Clinics Managed Care Other

Organization Sub-group: State/Federal Hospital Group Integrated Delivery System Single Specialty Group

Multispecialty Group

Emergency Room Group

Primary/ER Clinic(s)

Specialty Clinic(s)

PPO

Local HMO

Regional HMO

National HMO

Contract Management

Is your organization the employer of the physicians you recruit? Yes No

Is there a fee charged for physicians recruited? Yes No If yes, please explain _____

If your organization does not employ your recruited physicians, please explain: _____

Do you work for, or are you subcontracted to the above organization by, a third-party recruiting firm? Yes No

In submitting this application, I certify that I am employed as an in-house recruiter by the healthcare organization listed above and am not working for, or subcontracted to the above organization by, a third-party recruiting firm.

How did you hear about ASPR? ASPR Member Referral ASPR Website ASPR Journal (JASPR) Conference/Exhibit

Social Media Other: _____ ASPR Referring Member: _____

ASPR Fellowship Status: None Associate Diplomate Fellow

Certifications: _____

Year Started in Physician Recruiting: _____

Percent of Time Spent on Recruiting: 0-25% 26-50% 51-75% 76-100%

Other Major Responsibilities: Department/Staff Management Budgeting/Finances Physician Retention/Relations

Business development

Administration

Physician Services

Operations

Strategy/Strategic Planning

Marketing

Licensure/Credentials

Please list any additional work responsibilities: _____

Highest degree _____ Year Graduated _____

School/Program _____

Field of Study _____



Membership Application

I would be interested in participating in the mentorship program: Yes, as a mentor Yes, as a mentee No

I would like more information on participating in the following committees:

- Benchmarking Website Journal
- Education Marketing and Membership
- Fellowship Regional and Chapter Relations

Special Interest Groups (join these groups in addition to your ASPR membership): Pediatrics (CHIRN)

ASPR Chapters (join these groups in addition to your ASPR membership): Academic (AIR) - \$40

I would be interested in my regional/local group: Yes No

Include my information in the public membership directory: Yes No

- Regional Group Membership: ALASPR CASPR CAPS CHIRN GMSR ISPR INSPR
 KAPR MRRN MAPRA MINK NEPRA NWSPR ONPR
 SCPPA SDPPA SWPPA UMPR UNYPR WSPR

Payment

Annual Dues: \$250 Active or Honorary \$100 Interim \$40 AIR Membership \$20 AIR Mid-year membership

Check (Payable to ASPR) VISA MC AMEX

Cardholder Name _____

Card Number _____ Exp. Date _____ CVV code (required) _____

Signature _____ Cardholder Phone _____

Credit Card Billing Address (Same as business address on first page) _____

City/State/Zip: _____

Country: _____

(For office use only)

initials		fin.
date		
CK/CC		
amt. paid		
bal. due		

Submit Application along with payment to:

ASSOCIATION OF STAFF PHYSICIAN RECRUITERS

1000 Westgate Drive, Suite 252 • Saint Paul, Minnesota 55114

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Membership in ASPR is INDIVIDUAL and non-transferable, based on the anniversary of the date you join.

TYPES OF MEMBERSHIP

Active Membership:

Shall be open to individuals who are engaged in the recruitment and/or retention of physicians and other healthcare providers and who are employed to do so by a hospital, hospital organization, clinic, medical group, health maintenance organization, or state or federal governmental agency. Independent contractors and self-employed recruiters who are contracted directly and/or exclusively recruiting for a single facility that employs physicians are eligible for active membership. Employees from third-party search firms or who are affiliated with a third-party search firm are not eligible for membership. Active members are eligible to vote on ASPR issues and may serve as an Officer, Director, Committee Chair, or in other leadership positions.

Interim Membership:

Shall be open to individuals who are Active members of ASPR but have become unemployed during the current membership year or are in a career transition out of recruitment and retention of physicians and other healthcare providers. The Active member may retain Interim Membership status for the remainder of the membership year. The Interim Membership may be renewed for a maximum of one additional

membership year. If the interim member secures employment, which will not qualify for the Active membership status, the Interim Membership shall be terminated. Interim Members who have been Active members will continue to be eligible to vote on ASPR issues. At the discretion of the Board of Directors, Interim Members may continue to serve as an Officer, Director, Committee Chair, or in other leadership positions if they were held prior to becoming an Interim Member. Interim Members will have all other membership privileges and benefits and may attend ASPR conferences at standard member rates.

Honorary Membership:

Shall be determined by the Board of Directors (hereinafter referred to as the "Board") for individuals that have been an ASPR Member for at least five (5) years or have served on the Board or have made significant contributions to ASPR and are no longer active in physician recruitment nor is their employer in conflict or competition with ASPR. The Honorary Member will not be eligible to vote on ASPR issues or serve as an Officer, Director, Committee Chair, or in other leadership positions. Honorary Members will have all other membership privileges and benefits and may attend ASPR conferences at standard member rates.

ASPR Code of Conduct

1. To represent the recruiting profession with dignity and integrity.
2. To maintain a sense of objectivity, understanding and fairness in my professional performance.
3. To encourage, assist and teach my colleagues the principles and practices of recruitment.
4. To accurately and fairly represent practice opportunities and communities to physician candidates.
5. To accurately and fairly represent physician candidates to practice opportunities and healthcare entities.
6. To maintain confidentiality in my professional conduct.
7. To respect the recruitment profession and commit myself to ongoing education that will enhance the profession and develop my personal expertise in the field.
8. To comply with all State and Federal Laws relating to employment practices.
9. Approved by Board of Directors, September 20, 2005

ASPR Chat Code of Conduct

ASPR Chat is a member benefit provided for the exclusive use of ASPR members in good standing. Questions and exchanges of information on ASPR Chat are intended for educational and networking purposes.

By joining and using ASPR's Chat service (Listserve), you agree that you have read and will comply with the ASPR Chat Code of Conduct, ASPR Code of Ethics, and the ASPR Antitrust Policy. Each participant agrees to indemnify and hold ASPR harmless for all claims, potential claims, causes of actions, lawsuits or any other consequences, whether foreseeable or unforeseeable, in all respects whatsoever.

Violations of the ASPR Chat Code of Conduct will subject the user to disciplinary actions by ASPR including, but not limited to, suspension or expulsion from ASPR chat, or in the case of gross misconduct, a forfeiture of ASPR membership. ASPR does not actively monitor or censor the site for inappropriate postings. However, if inappropriate posting is brought to ASPR's attention, ASPR will take all appropriate action.

Please take a moment to acquaint yourself with these important rules governing behavior on ASPR Chat. If you have questions, contact Jessica Gill at ASPR at jgill@aspr.org.

- All defamatory, abusive, profane, threatening, offensive, or illegal materials are strictly prohibited. Do not post anything in a listserve message you would not want the world to see or anyone to know came from you.
- Do not forward, print and send or otherwise relay information from the Chat outside of your organization. ASPR Chat messages are to be read and utilized by ASPR members ONLY.

- Do not include anyone in your emails to Chat in the "to" or "cc" or "bcc". This could result in that person receiving all replies to your email which is a violation of the Chat Code of Conduct.
- Do not challenge or attack others. The discussions on the lists are meant to stimulate conversation, not create contention.
- Use caution when discussing products or services, and the companies providing such products and services. Information posted on the lists is available for all to see, and comments are subject to libel, slander, and antitrust laws. However, feel free to explain your situation regarding products, services and companies while avoiding unflattering labels. Think behavioral interviewing: what happened, who did what and the outcome.
- Solicitation of business from other members based on information obtained from ASPR Chat or attendance at ASPR educational events/programs is strictly prohibited.
- Include a signature tag on all messages. Include your name, organization, phone, address (including city, state and zip), and email address.
- Only send a message to the entire list when it contains information from which everyone can benefit. Send messages such as "thanks for the information" or "me, too" directly to individuals--not the entire list. (Reply vs Reply to All)
- Please turn off the read receipt function.