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Advanced Practice Pain Management Nursing Portfolio Program Letter of Intent

My signature below signifies my intent to participate in the ASPMN® Advanced Practice Pain Management Nurse (AP-PMN) Portfolio program. I understand that the deadline for portfolio submission will be May 31 and December 31 each year. This Letter of Intent will be accepted any time throughout the year. Upon submission of this Letter, the AP-PMN Commission will assign a liaison to me for guidance and communication purposes.

I understand that baseline standards must be met prior to submission of the portfolio. These criteria are:

- Hold current APRN license OR advanced practice nursing position
- Possess current entry-level ANCC Pain Management certification
- Hold a Master’s, Post-Master’s or Doctorate degree as a Nurse Practitioner, Clinical Nurse Specialist, Certified Registered Nurse Anesthetist, or Certified Nurse Midwife
- Work completed to meet eligibility criteria must be completed after achieving APRN status and within the past five years

Current APRN license or advanced practice nursing position	Please specify:	
Intended date of portfolio submission	<input type="checkbox"/> May 31	<input type="checkbox"/> December 31
Print Legal Name of Nurse		
Email Address		
Signature & Date of Nurse	Signature	Date

Signature of AP-PMN Commissioner	Signature	Date
Assigned Commission Liaison		

Process Steps:

- 1) Advanced Practice Registered Nurses desiring to participate in the program will submit a signed Letter of Intent. The AP-PMN Commission reviews baseline standards and assigns a liaison.
- 2) Once submitted APRN should complete a self-assessment and begin working on portfolio.
- 3) APRN submits portfolio by one of two submission deadline dates, May 31 or December 31.
- 4) Commission will review completed portfolio and report findings to APRN. If more documentation is required, the APRN will be notified to provide the additional information.
- 5) AP-PMN recognition is conferred upon the APRN for a term of 5 years.