

Annual Report 2016

Association of Safe Patient Handling Professionals



OUR MISSION: To improve the safety of caregivers and their patients by advancing the science and practice of safe patient handling and mobility.

Foreword

A warm welcome from our President, Charlotte Lynch



“As health professionals, we provide front line support and leadership to ensure staff and patients are protected. From patient hazards to patient handling ergonomics, I’m proud to lead the dedicated and passionate group of ASPHP!

Together we are shaping healthcare. Join me as we transform care through improved safe patient handling practices.”

Increasing membership value will place our organization on the fast track to growth.

At the Association of Safe Patient Handling Professionals, our role as practitioners and educators is to lead the safe patient handling industry into the 21st-Century.

Our Board of Directors and advisory committees are developing creative and market targeted plans to expand the benefits of our organization across the world. The safe patient handling field is evolving and we as industry leaders must anticipate not only market adjustments but also tomorrow's trends in patient and clinical care. Our leadership is prepared to do just that.

Our national network of practitioners and educators now connect hundreds of safe patient handling professionals.

Over the last year, I have been extremely fortunate to reconnect with old friends and meet new ones.

I sincerely thank my kind colleagues who provided advice and support to ensure that our organization is empowered with the information required for success as we kick off 2017.

We have an outstanding year ahead of us and I'm extremely proud to lead such an inspirational organization as we become the leading organization for safe patient handling professionals.

We will continue to adjust our service offerings to deliver services that have the greatest impact for our members.



Annie Wiest
Executive Director

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Our strategy

Our mission is to improve the safety of caregivers and their patients by advancing the science and practice of safe patient handling and mobility.

FOR THE 2016 YEAR, WE FOCUSED ON DELIVERING FIVE STRATEGIC INITIATIVES.

Strategic initiative one

Membership: Building robust membership such as increasing our members' ability to access webinars and other professional opportunities to enhance their professional status.

Strategic initiative two

Education: Supporting a growing certification program, offering members exclusive access to education and services to improve their knowledge.

Strategic initiative three

Financial: Fiscal accountability is essential in the process of evolving into a world class organization. Ensuring that our organization has proper reserves to withstand turbulent times is our collective responsibility.

Strategic initiative four

Innovation: Unleash the innovation potential of our membership to harness the economy to maximize membership growth. We will leverage innovation as a true competitive advantage.

Strategic initiative five

Collaboration: Working together with leaders both inside and outside our organization will open new opportunities for growth.

We are in the process of refining our strategy to strengthen our performance and enhance the value we provide for our dedicated members.

This vision is represented in the strategy that follows. To achieve our mission and help the Association of Safe Patient Handling Professionals, our attention and energy will be focused on:

Deliver innovative services to members

Energize our certification program

Grow new capabilities for growth alignment

We will continue to work in close partnership with other organizations focused on improving the industry of safe patient handling professionals. Together we will ensure a comprehensive and integrated approach to capture the opportunities and manage challenges that our members, partners and vendors face.

What we delivered

Strategic initiative one

BUILDING ROBUST MEMBERSHIP SUCH AS INCREASING OUR MEMBERS' ABILITY TO ACCESS WEBINARS AND OTHER PROFESSIONAL OPPORTUNITIES TO ENHANCE THEIR PROFESSIONAL STATUS.

Reaching out to members involves an enormous manual effort. This commitment involves each member reaching out to potential new members, helping our organization grow.

We have helped practitioners, professionals and partners redefine the role of safe patient handling by establishing our organization as a leading voice within safe patient handling.

Throughout 2016, we recruited new members that are passionate about helping patients and ensuring the safety of caregivers. We continue to advance the profession by offering a number of innovative professional and leadership development opportunities.

Networking events and access to a diverse range of professionals helped to deepen the true value of membership, as we raced through 2016.

Partnerships with colleagues, professionals and vendors have strengthened the fabric of our organization. We are thankful for the tremendous support from our sponsors, that help to make our conferences and networking events even more accessible to new members.

Each of us has a role in growing membership. Together we unite around the greater purpose to transform the safe patient handling industry by revolutionizing standards and guidelines to world class levels. A goal of any less, would not represent the passion in our members and sponsors.

We continue to promote the profession by opening access to new members and strengthening our relationships with our existing membership base.

We're impacting the world of safe patient handling and together, we make the world safer.

Our strong advocates in the legislature continue to offer support and provide a wealth of support during a politically changed climate.

The 2016 conference had solid attendance, a direct tribute to the members who got the word out and helped to drive up attendance.

The Board of Directors continues to attract extremely impressive and qualified new members. Thank you to everyone who participated in the 2016 and 2017 elections.

Membership skills and capability development

Over the later part of 2016 we began to extend our services by building the business capabilities and the confidence to innovate. These included:

Trust Authority	Formal events continue to ensure that members receive the benefits they expect. By continuing to offer immediate access to informational materials, members gain select access to critical professional level information.
Marketing Lean	Marketing is a time proven channel to grow membership. However, in an environment that is both evolving and dynamic we must be prudent with how financial resources are invested. Updated access to marketing analytics will improve our ability to make informed decisions around real growth opportunities.
Alliance	Exploring strategic alliances is a low-cost and extremely efficient method for expanding our reach, while controlling capital outlay. Toward the end of 2016 and aggressively into 2017, we will move forward with alliances that will add durability to our organization.
New Digital Channels	As behavior ebbs and flows so does the effectiveness of marketing channels that provide useful and consistent results. Moving forward we'll be adjusting our marketing, around channels that are consistently performing.
Innovative Approaches	Within the last year there has been more disruption to conventional business models than over the last fifty. Our organization is not going to react; we're building a new strategy for optimized performance in this fast-paced environment. Our future rests on our ability to observe and engage in changing business models affecting our organization.
Agile Decisions	What got us here, won't get us there. New times requires new approaches. These approaches aren't better or worse; they are just different, catered to a different environmental context. We must be a flexible and agile organization. Ask why.
Linking to Metrics	Using a family of measures: mission, vision, goals, strategies and tactics/activities will ensure our organization pivots and reaches unprecedented growth. Measuring projects launched, total membership and potential threats will keep our organization in the lead.



A growing industry

Professionals involved with patient handling frequently incur musculoskeletal disorders (MSDs) injuries at rates that far exceed other industries such as manufacturing or providing general health services. Nurses and nurse aids are the hardest hit with direct and indirect costs exceeding \$20 billion annually, shockingly for only back related injuries.

With the expected nursing shortage to reach 30 percentage by 2020, we have a duty to introduce standards for safe patient handling that will reduce back injuries and preserve our nursing workforce.

The National Institute for Occupational Safety and Health (NIOSH) has made strong advances in preventing work-related injuries through the development of practical intervention strategies. Ongoing work continues, in the industry, extending to nursing homes offering comprehensive methods to reduce forces and extreme postures associated with moving patients in acute care settings.

Studies have been conducted by NIOSH that reinforce safe lifting movements within the nursing home environment. Also, studies have been conducted by NIOSH that reinforce safe lifting movements.

Additionally, through the usage of applied ergonomics in the healthcare setting, studies have found up to a 62 percent decrease in lost work days—preventing injury and allowing nurses to provide the care necessary to treat in need patients.

Strategic initiative two

SUPPORTING A GROWING CERTIFICATION PROGRAM, OFFERING MEMBERS EXCLUSIVE ACCESS TO EDUCATION AND SERVICES TO IMPROVE THEIR KNOWLEDGE.

The relatively modest size of the United States means that we should welcome growth that will expand our global footprint.

The Association of Safe Patient Handling Professionals strives to be different from other organization, by addressing a common membership need to gain access to certification credits anytime and anywhere.

Today we stand with over 300 certified safe patient handling and mobility practitioners. These members are not reserved to only the United States; our membership is global.

We have hosted webinars, regional and national conferences that have been well attended and wildly successful – www.asphp.org/events.

To further stimulate our members, we provide channels for OSHA and NIOSH training, in addition to the members' database where additional member tools and tip sheets are available.

In the last year, we have had incredible support from local, regional, national and global sponsors that also believe that improving access to educational materials will result in a significant improvement in spreading the word on safe patient handling.

We are leveraging our extensive networks of practitioners, professional organizations, associations, corporations, and sponsors to improve the certification program for our members.

During 2016 we had a 250% increase in Certified Safe Patient Handling Professionals and a six-year record growth of record 580% in Safe Patient Handling Associates. This is a direct result of the amazing volunteers that participated worldwide.

The dramatic growth in certifications is a tribute to the amazing webinars and supplemental material that dedicated members had constructed for the benefit of our members.

Our 2016 closed out a strong year by certifying our 100th Certified Safe Patient Handling professional!



The proud designation

By December of 2016 the Association of Safe Patient Handling Professionals experienced a record year for certifying new applicants.

There were ninety-two certified Safe Patient Handling Professionals, reaching an impressive running total of two-hundred and sixty-one total individuals certified.

The purpose of our mission is to improve the safety of caregivers and their patients by advancing the science and practice of safe patient handling and mobility. Through our successful certification program, it's a pleasure to announce that our members are able to increase their education through innovative webinars, conferences and networking events.

Since the ASPHP's Certification Professional Program began in 2011, we're proud that one-hundred certificants have earned this prestigious destination, and that one-hundred eighty-seven have earned the designation of "Safe Patient Handling Associate."

Strategic initiative three

FISCAL RESPONSIBILITY IS ESSENTIAL IN THE PROCESS OF EVOLVING INTO A WORLD CLASS ORGANIZATION. ENSURING THAT OUR ORGANIZATION HAS PROPER RESERVES, TO WITHSTAND TURBULENT TIMES, IS OUR COLLECTIVE RESPONSIBILITY.

Over the six months, we have taken direct control of our fiscal budget to ensure adequate controls are in place that were previously omitted.

Our organization has the potential to lead the world in safe patient handling standards. However, we must not only ensure the safety for caregivers and patients, but also financial safety and security for the ASPHP.

By taking an aggressive and proactive approach, we are introducing financial best-practices to build the secure and stable future.

New products, services and interactions all have the potential to enhance our ability to learn and grow professionally. Just as we need to manage our personal health, we need to implement sound financial management to protect the “health” of our organization.

The Association of Safe Patient Handling Professionals will rebuild the foundation of the organization by committing to institute policies for maintaining standard financial reserves for the organization.

With this stable foundation, our organization will grow on a firmbase from which we can continue to serve our membership proudly.

Corporate sponsorships are a huge part of our association. A hearty thank you goes out to every sponsor that stood with us in 2016 and every stakeholder committed to safe patient handling as we move into 2017.

Webinars, podcasts, educational efforts and our certification process attract sponsors that know we are committed to a future of safety for patients and caregivers.

Some of the projects we have kicked off include:

Membership reconciliation to ensure our members and certificants receive the maximum benefit from member contribution.

Lean process optimization of our renewal process, to streamline the ability for members to renew seamlessly.

Program expense validation to remove unnecessary expenses that can be redirected into member focused benefits.



A ladder of success

In the non-profit setting, it's obvious that conventional incentives to grow margins don't apply, as non-profits are about the mission. Our mission centers around safe patient handling safety.

Every organization including non-profits must establish a stable financial platform from which to provide services to members. Balance sheets, income statements and cash-flow are important to monitor on an on-going basis.

However, even more important than the financial controls we as leaders set in place, is how we shape our organizational culture.

The mindset of how we invest must be the same as we'd invest our personally earned income. All expenses broadly fall into two categories, necessary and unnecessary.

Our commitment entering 2017 is that the Board of Directors and advisory groups will make decisions that are not only in the best interests of the Association of Safe Patient Handling Professionals, but also decisions that are financially sound.

Let's make 2017 the year that sets the foundation for our organization to lead the industry of safe patient handling professionals, for years to come.

Strategic initiative four

UNLEASHING THE INNOVATION POTENTIAL FOR OUR MEMBERSHIP TO HARNESS THE ECONOMY TO MAXIMIZE MEMBERSHIP GROWTH.

Advancing the profession of Safe Patient Handling Professionals – for both active or retired – is an essential and fast-growing part of our organization. Everyone working together is required to grow our organization.

This year has been a significant one for building relationships and implementing initiatives.

KAMO Management has joined our organization to provide not only leadership but also ensure that we grow an organization with best in class practices.

“Thank you for the opportunity to contribute and lead and organization that is comprised of such a diverse and broad network of professionals. Together, united under a common vision, we can revolutionize the profession of safe patient handling.”

– Annie Wiest, Executive Director

The strategic decision to engage the team at KAMO Management team was not taken lightly. As a fifteen-year women-owned business that specializes in association leadership, asking KAMO Management to join the organization was both a strategic and vital decision for our future. Please join us in welcoming the KAMO team into our family.

With a change of management, some things will stay the same and others will improve for the better.

Our ability to be flexible and agile will define the future of our organization.

The Association of Safe Patient Handling Professionals is entering a new age. A future where agility and innovation will define our culture. The ability to learn and adapt, will prove essential skills required for 21st-century survival.

Change defined 2016 and it will define 2017. We will respond by innovating. We are going to think differently, to enable us to provide better and improved benefits for our membership.

New opportunities will also open for members to volunteer and extend their existing skills and build personal relationships with our board, affiliates and sponsors.

The future strategic sessions will underpin our organizational commitment to provide innovative and flexible services to a membership base that is widely diverse and geographically disperse.

Through these initiatives, we have seen a significant leap in interest from our members to be engaged and a renewed interest to explore new membership offerings.

Today, we are working hard while, we work smarter to provide better and more complete benefits for every member.



Innovation renews safety

The Association of Safe Patient Handling Professionals is an association creating first of its kind inspired events and experiences. The certification program was a pioneering event and helped to launch our organization as a leader of safe patient handling safety. The webinars drew experts in a range of fields curious about where the industry is moving and recommendations that will evolve into standards that govern an industry.

We have a proud tradition of ensuring that we are leading the industry and proactively taking steps to lead. As our organization has proved, innovation requires change and the curiosity to believe that tomorrow can be better and holds new opportunities for each of our members.

Together we can lead an industry that effects every nurse, nurse aide, radiologist, physical therapist, doctor, practitioner and patients. We have the ability to energize and education a new group of practitioners on the importance and relevance of safe patient handling for everyone's safety and wellbeing.

Next year will be a year of experimentation. As with any new activity, some of the pursuits will be successful, and we'll learn from the others. To evolve our organization into a worldwide and industry respected association, we need to take bold steps and make strong moves to ensure our future.

The ability to innovate is one of our organization's best assets. By reaching forward, we will extend our ability to provide world-class services to our members, affiliates and sponsors.

The future of safe patient handling will be transformed into innovative products, services and interactions – and we'll be leading the charge for our members when it happens.



Strategic initiative five

WORKING TOGETHER WITH LEADERS BOTH INSIDE AND OUTSIDE OUR ORGANIZATION WILL OPEN NEW OPPORUNTIES.

To reach our potentials, we must grow together. Working with organizations and entities that have similar or parallel interests will extend the reach of our organization and correspondingly improve the value we offer to members.

Our collaborations aim to excite our members by rallying around a passion for safety and our desire to educate on the best practices for safe patient handling.

During 2016 the organization strengthened our working group focused on Safe Patient Handling practices and legislation. We are collaborating with the Public Citizen group and the American Nurses Association, to issue a brief about the importance of safe patient handling for the new white house transition team. This congressional colleague letter focused on Nurse and Health Care Worker Protection Act.

Subsequent discussions resulted in meetings to urge Congress to protect the Nurse and Health Care Worker Protection Act, as the country goes through a time of transition.

Additional bill amendments were discussed in the letter to the white house, advocating on behalf of all our members.

The Association of Safe Patient Handling Professionals will have new challenges as we exit 2016 and proceed into 2017.

Collaborations introducing productive and mutually beneficial relationships with members, associations and sponsors will prove ever more important to the future of the organization.

Strategic and tactical alliances will provide expanded eminence for our organization and create new member specific professional opportunities.

Every member has relationships and the ability to help our organization grow. We encourage you to reach out to the board, committees and fellow members and become engaged. For it's only through participation that we'll grow our capability – to reach new members – which we'll do together.

Exploring opportunities to engage new and renewing members to leverage professional relationships for the advancement of the safe patient handling profession.

Grow strategic alliances through board and committee involvement to ensure that time dedicated to initiatives results in the desired membership benefits.

Our future will grow directly based on the professional relationships our organization fosters within the next 3-years. Our future is a future built on collaboration and engagement.



The collaborative future

Together we can chart the future of safe patient handling.

Leading, advancing and changing the safety of the health and healthcare settings will require interprofessional collaboration. This approach to collaboration combines educators from multiple professions to learn about a collaborative approach to patient care.

It's hard to find an industry where the ability to work together as a team is as important as when providing critical services to patients.

Collaborative care has already entered the safe patient handling space. The integration of knowledge, skills and values creates a new culture where attitudes from professionals across the continuum of care unite families and communities for better patient outcomes.

We have always put patients first. Leveraging our collective leadership, we can make interprofessional collaborations an organizational priority to promote the value of safe patient handling to decrease severe injuries to both caregivers and patients through better team communication.

Likewise, as we deliver value to our members we will be looking for new opportunities to work with safe patient handling professionals and practitioners to develop care models that ensure safety through task-oriented and project-oriented activities.

Together we are building the future of safe patient handling. Collaboration with members, providers, practitioners and other professionals is how we're going to differentiate.



Governance

The association's Board provides the authority and oversight for governance and the rules guiding our association.

All decisions relating to the operation of Association of Safe Patient Handling are made by, or under the authority of, the Board in accordance with the By-laws, policies, procedures and guidelines.

The Board's members during the year 2016 year who held officer roles included Charlotte Lynch serving as President, Carys Price serving as Vice President, Bob Williamson serving as Past President and Mike Fray servicing as Secretary and Treasurer.

Annie Wiest held the office of Executive Director Beginning May 1st, 2016. Dee Kumpar, joined the Board of Directors in January, 2017 stepping in for Candy Raphan, who served on the Board from April 2016 to January 2017.

A heartfelt thank you to our Board of Directors and every volunteer who contributed their valuable time throughout the year.

There are primary Board governance controls:

Executive

There is an executive committee with limited authority as best-practices suggest that in non-profits that the presence of this Committee disturbs board cohesion and circumvents the process and controls established by the other Committees.

Elections and Appointments

This Nomination Committee oversees and recommends to the Board all matters regarding the effective management of the election and appointment of the voting Board positions.

Operations

The Operational Affairs Committee is accountable for the health and functioning of the board. It recruits new members, conducts orientation, produces board materials, and evaluates the performance of the board itself. This Committee, staffed by the Executive Director, is responsible for ensuring the effectiveness of the current board and for recruiting tomorrow's leaders.

This Committee also assists the Board in fulfilling its responsibilities for the oversight of the internal control of compliance related initiatives and ensures the association acts in accordance with applicable compliance, internal reporting, external audit and oversight policies established by the Board. This Committee also provides financial oversight and recommendations on policies, procedures and guidelines to align with local, state and Federal general accounting and financial management practices.

Board Members 2016 - 2017

Charlotte Lynch (President)	Beth Furlong (Board Member)
Carys Price (Vice President)	Susan Gallagher (Board Member)
Mike Fray (Secretary/Treasurer)	Renee Kielich (Board Member)
Robert Williamson (Past President)	Dee Kumpar (Board Member)
Annie Wiest (Executive Director)	Mary W. Matz (Board Member)
Colin Brigham (Board Member)	Kelsey L. McCoskey (Board Member)
Scott Cormier (Board Member)	Vicky Missar (Board Member)
Ronda Fritz (Board Member)	Patti Wawzyniecki (Board Member)

Association Advisor

Members	Role	Organization
Guy Fragala	Senior Advisor	Ergonomics Patient Safety Center of Inquiry, Patient Safety Center of Inquiry
Arun Garg	Director, Center for Ergonomics	University of Wisconsin-Milwaukee
Barbara Silverstein	Research Director	SHARP

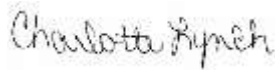
Statement of Responsibility

The Association of Safe Patient Handling Professionals is responsible for the preparation of the financial statements including the Statement of Activities and the Statement of Financial Condition for the period January 1, 2016 to December 31, 2016 and the judgments used in them.

The Board is also responsible for establishing and maintaining a system of internal controls designed to provide reasonable assurance as to the integrity and reliability of financial reporting. In the opinion of the Board, the financial statements including the Statement of Activities and the Statement of Financial Condition for the period from January 1, 2016 to December 31, 2016 fairly reflect the financial position and operations of the Association of Safe Patient Handling Professionals.



Annie Wiest
Executive Director



Charlotte Lynch
President

Financial statements

ASSOCIATION OF SAFE PATIENT HANDLING STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED DECEMBER 31, 2016

		FY 2016	FY 2015
	Notes	Unrestricted	Unrestricted
Changes in Unrestricted Net Assets:			
Revenues and Gains:			
Public Contributions (net)	1	72,445	26,100
Program Service Revenue	2	65,278	61,936
Investment Income	3	-	-
Net Assets Released from Restrictions		-	-
Total Revenues, Gains and Other Support		137,723	88,036
Expenses and Losses:			
Program Services	4	36,928	11,062
General Administration	5	86,672	45,131
Fund-Raising		-	-
Total Expenses and Losses		123,600	56,193
Increase in Net Assets		14,123	31,843
Net Assets at Beginning of Year	6	60,613	28,991
Net Assets at End of Year		74,736	60,613

EXPLANATIONS OF FINANCIALS AND SUPPLEMENTAL INFORMATION ARE PROVIDED IN NOTES 1-6.
THE ACCOMPANYING NOTES FORM AN INTEGRAL PART OF THESE FINANCIAL STATEMENTS.

Financial statements

ASSOCIATION OF SAFE PATIENT HANDLING STATEMENT OF FINANCIAL CONDITION

FOR THE YEAR ENDED DECEMBER 31, 2016

	Notes	FY 2016	FY 2015
Assets			
Cash		74,736	60,613
Pledges Receivable (net)		-	-
Investments		-	-
Prepaid Expenses		-	-
Fixed Assets (net)		-	-
Total Assets		74,736	60,613
Liabilities and Net Assets			
Liabilities			
Accounts Payable		-	-
Grants Payable		-	-
Refundable Advances		-	-
Long Term Debt		-	-
Total Liabilities		-	-
Net Assets			
Unrestricted	6	74,736	60,613
Temporarily Restricted		-	-
Permanently Restricted		-	-
Total Net Assets		74,736	60,613
Total Liabilities and Net Assets		74,736	60,613

EXPLANATIONS OF FINANCIALS AND UNRESTRICTED NET ASSETS ARE PROVIDED IN NOTE 7.
THE ACCOMPANYING NOTES FORM AN INTEGRAL PART OF THESE FINANCIAL STATEMENTS.

Notes to the financial statements

FOR THE YEAR ENDED DECEMBER 31, 2016

1. PUBLIC CONTRIBUTIONS

Primary comprised of corporate sponsorships. Contributions are recorded at their fair market value. For the purpose of this report, all contributions were received for the period ended December 31, 2016 in cash.

2. PROGRAM SERVICE REVENUE

Program Service Revenues are exchanges between a nonprofit and another party, in which the nonprofit provides a service in exchange for a transfer of cash or another asset. Program Service Revenue collectively included membership dues, new certifications, maintenance of certifications and regional networking events.

3. INVESTMENT INCOME

There was no recorded investment income for the period ended December 31, 2016.

4. PROGRAM SERVICES

Program Services expenses are the costs associated with the delivery of goods and services to beneficiaries, customers or members that fulfill the organizational mission. Program Services expenses collectively included marketing, trade show, travel, webinar, certification and educational events.

5. GENERAL ADMINISTRATIVE

Administrative Expenses typically include general and managerial costs such as oversight, business management, record-keeping, budgeting, financing and related administrative activities. General Administrative expenses collectively included facilities and equipment, contracted services, membership and operations.

6. UNRESTRICTED NET ASSETS

Unrestricted Net Assets refers to the portion of net assets that is not restricted by donor-imposed stipulations. This amount is positive when the sum of historical revenues and gains from unrestricted contributions exceeds the amount of unrestricted expenses. The amount is negative when the total historical unrestricted expenses exceeds the unrestricted revenues. For the purposes of this report we classified revenue from membership dues as unrestricted.

Statement of compliance

The financial statements after May 1st, 2016 were generated with the support of KAMO Management. Financials statements generated before May 1st, 2016 including fiscal year 2015, were not generated, managed or reviewed by KAMO Management.

The Association of



Safe Patient
Handling
Professionals

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