

OTORHINOLARYNGOLOGY HEAD & NECK NURSES GROUP INC

*Increasing knowledge, skills and expertise
in otorhinolaryngology, head and
neck patient care.*



Application for Sponsorship

www.ohnng.com.au

Name:			
Member status:	Join date:	Consecutive years:	
Best email contact:			
Workplace:			
Role:			
Event you wish to attend:			
Date:			
Venue:			
How do you expect to benefit from attending:			
Have you read and agree to comply with the sponsorship requirements outline on page 2 of this document? (please circle)			
YES NO			
Have you applied for OHNNG sponsorship in the past? YES NO			
If yes- please provide details:			

OHNNG Sponsorship Requirements

1. The application must be submitted to the OHNNG President via email president@ohnng.com.au at least 6 weeks prior to the event.
2. The event should be identified by a web address or scanned flyer
3. If successful there is an expectation that you attend the program as outlined on all scheduled days.
4. You will be required to submit a report in relation to the event as outlined below.
5. You may also be asked to provide a verbal report or presentation at an OHNNG national meeting at the executives' discretion.
6. The report must be submitted with within 2 months of attending the event. It may be posted on the OHNNG website and/or distributed via email to the OHNNG database or included in a digital newsletter to facilitate learnings within the field. Your report should be between 200 and 500 words. It should include but is not limited to the points listed below.
 - Name / workplace / role
 - Photo/s (of yourself – perhaps at the event?) Other images of the event.
 - Event title / date / place
 - Summary of the conference (would you encourage others to attend?)
 - Why you chose to attend
 - If the event > one day – daily reflection / if one day – overall reflection
 - Presentation or speaker you enjoyed the most – and rationale
 - New people you met / networking
 - Major learnings
 - How these learnings have benefited your practice / what will you change upon returning to the workplace.
7. If you wish to discuss these requirement in more detail prior to your application, you are welcome to email president@ohnng.com.au with your query.
8. Your report along with photos should be emailed to president@ohnng.com.au
9. Failure to submit a report could necessitate return of sponsorship funds