

**GLOBAL ACADEMY OF
HOLISTIC NURSING SCHOLAR'S HANDBOOK
2023-2024**



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INTRODUCTION

An academy is an honorary society of individuals committed to the advancement of knowledge, science, art, or literature. The name traces back to Plato's school of philosophy, founded approximately 385 BC at Akademia, a garden sanctuary of Athena, the goddess of wisdom and skill, north of Athens, Greece. A professional Academy is founded for a specific purpose. The Global Academy of Holistic Nursing was founded in 2020 with the intent of working collaboratively with the American Holistic Nursing Association (AHNA) and the American Holistic Credentialing Corporation (AHNCC) to advance Holistic Nursing praxes and facilitate global healthcare transformation.

AHNA provides a venue where holistic nurses can assemble, network, and acquire personal and professional development resources; jointly plan and provide programs that advances knowledge, skills, and attitudes; and AHNCC serves as a nationally recognized credentialing body for Holistic Nurses and Nurse Coaches. GAHN provides a venue and culture where Holistic Nurse Scholars can come together to advance excellence in Holistic Nursing praxes and global health care transformation.

GAHN offers AHNA members, AHNCC Certificants and others committed to Holistic Integrative Caring-Healing praxes personal, professional, and organizational mentoring and self-actualizing opportunities. Experienced and young Scholars will engage, brainstorm, and participate in queries about health, wellness, wellbeing, and well-becoming. As the major informants of holistic education and practice, their scholarship will contribute to the health care system shifting away from the biomedical models of healthcare toward holistic paradigms of health, wellness, and well-becoming. As transformations take place, we envision Holistic Nurses among those seated at national and international tables where best-practice decisions are made with the intended outcome of decreasing healthcare disparities, promoting health equities, and offering holistic health and wellness care for all.

The founding of GAHN says to the world that the time for the return of Holistic Integrative Caring-Healing practices is now! To make this happen, the founders of GAHN pose that *Scholarship is the Vehicle and Praxes is the Goal*.

This Handbook is organized around four themes:

Section I provides a description of Holistic Nursing as a specialty, AHNA as Holistic Nursing's membership organization, and AHNCC as the official credentialing organization for Holistic Nurses

Section II provides an overview of the Global Academy of Holistic Nursing: GAHN

Section III provides a mock-up version of the Application for GHAN Scholars for 2023. The official, online version is accessed through the website, <https://www.gahnscholars.org>. The mock-up version included in this handbook is provided to facilitate applicant's

planning for completion of the online version. The official, online version will be available Feb 1-March 31, 2023. All applications for this year are due midnight, March 31, 2023.

Section IV provides copies of *GAHN's Position Statement on Equality, Diversity, Inclusion and Social Justice*, and a *GAHN'S Conflict of Interest Policy*. All Board Members will be required to complete a Conflict-of-Interest Form; Scholars will be expected to renew their COI commitment annually.

Table of Contents

Section I: Holistic Nursing.....6

Basics of Holistic Nursing

- Holistic Nursing as a Specialty
- Holistic Nursing Described
- Core Values of Holistic Nursing

Holistic Nursing’s Membership and Credentialing Organizations

- AHNA: The Holistic Nurses Membership Organization
- AHNCC: The Holistic Nurses Credentialing Corporation

Section II. The Global Academy of Holistic Nursing8

Foundations of the Global Academy of Holistic Nursing (GAHN)

- Inspiration for GAHN’s Creation
- GAHN’s Values
- GAHN’s Mission
- GAHN’s Purpose
- GAHN’s Goals and Outcomes
- GAHN’s Committees

Members of the Global Academy of Holistic Nursing

- GAHN Members
- GAHN Scholars
- Advantages of Being a GAHN Scholar
- Expectations of Scholars
- Rights of Scholars
- Scholars in Good Standing
- Changes in GAHN Scholar Status

Applying for GAHN Membership

- The Scholar’s Handbook
- The Official Online Scholars Application Form

- Members ID
- Retrieval of Application Form
- Application Submission Process
- The Follow-up Processes
- Fees for GAHN Membership

Section III: Global Academy of Holistic Nursing Sample of Application Form.....12

Sample of Scholars Application Form and Pledge to GAHN

- Identification Information
- Contact Information
- Collegial Support
- Bios-sketch and Contributions to GAHN
- GAHN Scholar Recognition Criteria
- Preference for Scholarly Contributions
- Pledge to GAHN
- Payment
- Attachment 1.....18
- Attachment 2.....23

Section IV: Global Academy of Holistic Nursing EDISJ Position Statement and Conflict of Interest Policy.....26

- GAHN EDISJ Position Statement
- GAHN Conflict of Interest Policy


**SECTION I
HOLISTIC NURSING**

BASICS OF HOLISTIC NURSING

<p>Holistic Nursing as a Specialty</p>	<p>Multiple documents published by the American Nurses Association (ANA,2017) “...create the framework for all nursing practice within the global and more discrete areas of specialty practice” (ANA, 2017, p.4). Registered nurses are expected to use knowledge, skills, and professional judgment to determine what is appropriate, safe, quality care nursing care (ANA, 2017). When the practice addresses a distinct focus, has a standards and guidelines with a significantly diverse format and content, ANA recognizes the practice as a Specialty of Nursing. Holistic Nursing was recognized as a Specialty in 2006.</p> <p>The American Holistic Nurses Association, formally organized in 1983, declared “...all nursing practice that has <i>healing the whole person</i> as its goal” is Holistic Nursing (AHNA, 1998; AHNA, 2019, p. 1). Today whole-person care is considered a focus for all of nursing (Smith, 2019). However, those who practice within the framework of the specialty of Holistic Nursing understand the differences in the paradigms, distinguishing providers who practice from a <i>wholistic</i> perspective from those who practice from a <i>holistic</i> perspective. These differences determine how nurses view the basic nature of the human being; how they focus their care; perceive relationships with recipients of care; anticipate outcomes of nursing processes; and define what it means to be healthy. As a result, specific knowledge and practice skills emerging from these perceptions, values, and beliefs. A table explicating these varying paradigms can be found here. The work published by, <i>Holistic Nursing, 3rd Edition. Scope and Standards of Practice</i> (AHNA/ANA, 2019) provides more detail of Holistic Nursing as a nursing specialty. A brief overview is provided below.</p>
<p>Holistic Nursing Described</p>	<p>Holistic Nursing, an integration of science and art, is based in the belief that humans are <i>unitary</i>, energetic beings, open to and constantly interacting with the energy system of the universe (Rogers, 1989). The evolving pattern of each person’s wholeness is understood as expanding consciousness (Newman, 1986). Holistic Nursing interventions are the creation of artistic actions, based in the sciences of caring, health, wellness, wellbeing, and healing. These integrative approaches to caring are designed to facilitate the holistic person’s growth, health, and healing (AHNA/ANA, 2019). Holistic Nursing practice focuses on creating inter-personal relationships needed to facilitate and enhance the individual’s potential for healing with the goal of a maximum state of health, wellness, and sense of well-becoming (wellbeing (AHNA/ANA, 2019). The holistic nurse emphasizes the natural integration of aspects of the person in such a way that the <i>holistic</i> person is dynamic, interactive, and greater than the sum of the parts—a holistic unity that cannot be reduced or separated, and is</p>
	<p>necessary for eudemonistic health, wellness, and wellbeing. (<i>Foundations, Competencies, and Curricular Guidelines for Basic to Doctoral Education</i>, 2017. American Holistic Nurses Credentialing Corporation/The American Holistic Nurses Association.)</p>

<p>Core Values of Holistic Nursing</p>	<p>The art and science of holistic nursing emanates from five core values:</p> <ol style="list-style-type: none"> 1. Holistic philosophy, theories, and ethics 2. Holistic nurse self-reflection, self-development, and self-care 3. Holistic caring process 4. Holistic communication, therapeutic relationship, healing environment, and cultural care. 5. Holistic education and research.
<p>HOLISTIC NURSING’S MEMBERSHIP AND CREDENTIALING ORGANIZATIONS</p>	
<p>AHNA: The Holistic Nurses Membership Organization</p>	<p>The American Holistic Nurses Association (AHNA) is the preeminent holistic nursing specialty association serving nurses and other healthcare professionals committed in the USA and internationally who are committed to the holistic paradigm. AHNA serves its members through unique scholarly educational programs on holistic nursing and related practices, opportunities for networking, regional and national conferences, newsletters, news-feed, and regular publications such as <i>Beginnings</i> and the <i>American Holistic Nursing Journal</i>. AHNA’s mission is to illuminate holism in nursing practice, community, advocacy, research, and education. More can be learned about AHNA by visiting their website at www.ahna.org.</p>
<p>AHNCC: The Holistic Credentialing Corporation</p>	<p>The American Holistic Nurses Credentialing Corporation (AHNCC) is the only nationally recognized credentialing body for nurses at the basic and advanced levels of practice. Accredited by the American Board of National Specialties, AHNCC offers national-board certification examinations for registered nurses at the basic level (HN-BC), baccalaureate (HNB-BC), advanced practice (AHN-BC) and advanced practice with prescriptive authority (APHN-BC). AHNCC offers an additional examination focused on a specific role in holistic nursing: Nurse Coaching (NC-BC or HWNC). AHNCC also endorses academic programs designed to prepare nurses for practice based in the paradigm, knowledge, and skills needed for holistic nursing practice. More can be learned about AHNCC by visiting their website at www.ahncc.org.</p>

SECTION II
THE GLOBAL ACADEMY OF HOLISTIC NURSING (GAHN)

Foundations of GAHN		
Inspiration for GAHN's Creation	GAHN was created to serve as a third Holistic Nursing organization that would complement and collaborate with AHNA and AHNCC to advance the Specialty of Holistic Nursing.	
 <p>GAHN's Values</p>	GAHN identifies four major interacting values that guide the directions of the organization: <ol style="list-style-type: none"> 1. Trustworthiness 2. Social Justice 3. Caring-healing 4. Holistic Nursing Scholarship 	
GAHN's Vision	Global communities that embrace praxes of holistic health, wellness, and social justice.	
GAHN's Mission	Advance excellence in holistic nursing praxes and global healthcare transformation.	
GAHN's Purpose	GAHN's purpose is to contribute to and serve the global community by: <ol style="list-style-type: none"> 1. Cultivating a network of Holistic Nursing scholars committed to social justice 2. Expanding the role of transcultural and integrative caring-healing processes within healthcare 3. Providing leadership in promoting and sustaining global health care transformation 	
GAHN's Goals/Outcomes	GAHN's Outcomes	Related Goals
	<ol style="list-style-type: none"> 1. Holistic nursing scholars committed to transforming healthcare communities 	<ol style="list-style-type: none"> 1.1 Cultivate an infrastructure necessary to mentor holistic nurse scholars 1.2 Promote holistic healing-caring processes 1.3 Foster the integration of holistic health and wellness science

	2. Nursing practice models that integrate the pedagogy, ontology, and praxis of holistic health and wellness	2.1 Disseminate role and benefits of holistic praxes to organizations and associations 2.2 Promote resources and praxes to support the continued development of holistic health and wellness science
	3. Sustainable, innovative holistic health and wellness programs that embody attributes of social justice	3.1 Explicate the relationship between social justice and holistic health and wellness 3.2 Promotes policies to advance social justice within a culture of health and wellness.
	4. Education for holistic nursing policies and initiatives through collaborative engagement with AHNA, AHNCC, and other international and national organizations that share GAHN's vision	4.1 Provide leadership and advocacy for holistic nursing through the tripartite collaboration among AHNA, AHNCC, and the Academy 4.2 Develops collaborative relationships with relevant/related organizations
GAHN Committees	GAHN's Committees are designed to: <ol style="list-style-type: none"> 1. Ensure efficiency in the integrated aspects of the infrastructure, and 2. Provide the venue needed to facilitate Scholars' collaborative relations, evolving scholarship activities, and creative leadership essential to accomplish GAHN Objectives. 	
GAHN Members	GAHN Members are Distinguished Scholars. Honorary Scholars or Associates. This Handbook is for GAHN Scholars, only. GAHN Scholar's are those who: <ol style="list-style-type: none"> 1. Have made outstanding contributions to nursing practice, education, research, or policy 2. Commit to work diligently to actualize the vision, mission, and purpose of GAHN 3. Commit to work to fulfill GAHN's Objectives. 	

GAHN Scholars	<p>Individuals who are recognized as a Scholar of the Global Academy of Holistic Nursing (GAHN) are:</p> <ol style="list-style-type: none"> 1. Conversant with and expert at integrating the holistic paradigm in their professional lives 2. Committed to integrating the pedagogy, ontology, and praxis of holistic nursing within healthcare 3. Committed to mentoring holistic nurse scholars 4. Leaders who advance quality care based in the knowledge, attitudes and skills of holistic health and wellness 5. Committed to the advancement of social justice through the development of healthcare policy 6. Current members in good standing of the American Holistic Nurses Association, Active AHNCC Certificants of the American Holistic Nurses Credentialing Corporation, or who have made significant contributions in advancing Holistic Nursing.
GAHN Scholar Benefits	<p>GAHN Scholars</p> <ol style="list-style-type: none"> 1. Contribute to realizing the mission, vision, and purposes of the Academy 2. Are recognized for demonstrated leadership and scholarship
	<ol style="list-style-type: none"> 3. Work with national and international colleagues with shared values 4. Cultivate global networking that fosters personal and professional development 5. Support for developing, initiating, implementing, and disseminating scholarly projects 6. Collaborate in the explication of holistic nursing praxis 7. Create a voice for advancing and elevating Holistic Nursing around the world
Expectations of Scholars	<p>GAHN Scholars are expected to</p> <ol style="list-style-type: none"> 1. Maintain an active registered nurse licensure and nurse certification as indicated in credentials 2. Support and promote the values, mission, goals, and ethics of GAHN 3. Provide leadership in committees and roles to fulfill the work of GAHN 4. Collaborate and actively participate in GAHN initiatives and projects 5. Mentor Holistic Nurse Scholars
Rights of Scholars	<p>GAHN Scholars have the right to</p> <ol style="list-style-type: none"> 1. Receive notice of and attend GAHN Membership meetings 2. Participate in the Annual Membership Induction Ceremony 3. Vote on the GAHN organizational business presented at these meetings

Scholars in Good Standing	Scholars in Good Standing: <ol style="list-style-type: none"> 1. Conducts themselves in an ethical manner 2. Meets GAHN Scholar Expectations 3. Supports the work of the Academy by paying dues, volunteering expertise and services, and contributing through other forms of donations.
Changes in GAHN Scholar Status	Scholars who experience life situations that prevent them from paying dues or who fail to follow policies of the Academy may be determined inactive, lapsed, or suspended in accordance with Academy policies. A Scholar may request reinstatement by the Board of Directors.
Applying for Membership	
The Scholar's Handbook	<i>Official Online Applications will be available February 1-March 31, 2023.</i> A mock-up version of the 2023 GAHN Scholar's Application is available in Section III. Guidelines for application completion are provided following the pdf mock-up version of the official application. Persons interested in becoming a GAHN Scholar are encouraged to review this Handbook, reflect on the requirements for membership before completing an application, and review the mock-up version of the application and the guidelines for completing it. Applicants are responsible for completing and submitting the <i>Official Online Scholars Application Form no later than March 31, 2023</i>
The Official Online Scholar's Application Form	<i>Official Online Applications will be available February 1-March 31, 2023, through the GAHN website, under the Tab: <u>Membership</u>.</i>
Members ID	An ID number will be automatically assigned when the Official Online GAHN Scholar's Application Form is opened. It will appear in the upper-left hand of the application and serve to connect the applicant with their application.
Retrieval of Application Forms	Applicants may wish to work on their application over a period. For this reason, applications can be opened, saved, and retrieved throughout the application period, February 1-March 31, 2023. Retrieval of an incomplete application is only available when the form has been saved prior to leaving the website. Unsaved applications will not be available after leaving the website. Applicants will be required to start over. Incomplete applications will be deleted at midnight March 31, 2023; the Member ID will be inactivated. Deleted applications will be unavailable thereafter.

<p>Application submission process</p>	<p>Individuals can initiate work on the Official Online Scholars Application form from February 1-March 31st only. During this time, the form can be saved and retrieved for future work. To initiate your application process:</p> <ol style="list-style-type: none"> 1. Review the Application and Attachments 1 and 2 in Section III of this Handbook 2. Select and contact a mentor to help you clarify and present your scholarship 3. Open an account by clicking on Login on the GAHN website home page and following directions <ul style="list-style-type: none"> •Record your username and password for your account •When you are ready, start work on your application using the guidelines shown in Section III, Attachments 1 and 2 •Save your incomplete application (draft) in pdf format 4. To return to the application open the GAHN Home Page, and go to the upper right hand of the header, click on Login <ul style="list-style-type: none"> • Enter your username and password • Your saved application will appear; work on it until you have entered the information requested 5. Double check your completed application <ul style="list-style-type: none"> •Record you GAHN ID number and store it with your account information. •Click on the <i>Pay Application Fee</i> button •Click on <i>Submit</i> and your application will be forwarded to the Selection Committee •You will have an opportunity to view and save a pdf version of your application before you log out of your account.
<p>The Follow-up Processes</p>	<p>Selection Committee members will review applications and inform the GAHN Board of their recommendations. Candidates will receive notice of application results in early May and be provided directions for paying induction fees and planning for the induction ceremony. Virtual Formal inductions will occur June 25, 2:00 PM EST.</p>
<p>Fees for GAHN membership.</p>	<p><u>Application fee due when submitting application: \$50.00</u> <u>Induction fee due after receipt of recognition as a GAHN Scholar and at least 15 days prior to Induction: \$500.00</u> <u>An annual renewal fee due June 30th of each year: \$200.00.</u> <u>Late renewal fees for the first 30 days: \$50.00</u> After 30 days membership will be considered inactive.</p>



SECTION III
GLOBAL ACADEMY OF HOLISTIC NURSING
MOCK-UP OF ONLINE, GAHN SCHOLAR'S APPLICATION FORM, FEB-MAR 2023

OVERVIEW

This section of the Scholar's Handbook is provided to help you prepare for completing the official, online *GAHN Scholar's Application Form, Mar-Feb 2024*. There are three parts to Section III.

- This introduction
- An overview of the application-submission processes.
- A mock-up of the official, online application form and related attachments. Only the online, official form will be accepted. It is accessed and submitted through your account on the GAHN website. Instructions on how to open an account is described in step 2 of the suggestions for preparing

The mock-up application in the third part, has two attachments:

- Attachment 1. provides suggestions that will help you *plan what you want to submit in your application*.
- Attachment 2. provides a set of guidelines for your mentor. It will help your mentor decide what should be included in the letter of support for your application.
 - It is your responsibility to ensure that your mentor has a copy of the entire Scholar's Handbook and is aware of the mentor's responsibilities
 - Selection Committee Reviewers will use your mentor's letter to complement and further explicate the information you have provided in the application.
 - You will upload the support letter in the *GAHN Scholar's Application Form, Mar-Feb 2023* before you submit it to GAHN for review.

SUGGESTIONS FOR PREPARING/COMPLETING AN APPLICATION

There are 5 interactive steps necessary to complete the application process. The following suggestions are provided to help you plan what you want to include in your application. Attachment 1 to the Mock-up Application provides additional details. We hope you will find them helpful.

Step 1. Preparing yourself as a scholar.

- Review Sections I & II of this Handbook to gain a clear understanding of GAHN and what is expected of GAHN Scholars.
- Review the Mock-up Application and read Attachment 1: *Guidelines for GAHN Applicants*. Consider how your application interfaces with the information included in Sections I and II of the Handbook, and what the Selection Committee Reviewers will be looking for in your application. Be sure to
 - Review the discussion on *Scholarship* in this Attachment 1 and consider how your work creates a Scholarship Program.
 - Seek a mentor who will help you clarify how your activities and achievements are scholarly, and how the two of you can provide evidence for a Scholarship Program.
- Go to Attachment 2: *Guidelines for Mentors*. This document provides suggestions for your Mentor who will
 - Help you define your scholarship
 - Help you draft your biosketch and complete the narratives in the Application so that it reflects your program of scholarship
 - Write a letter that includes an evaluation of your application and a recommendation for the Selection Committee.
- It is your responsibility to contact a mentor, provide that person with the Handbook and point to the *Guidelines for Mentors*.

Step 2. Create a profile that will be stored in GAHNs database

- You will need to create an account on the GAHN website. There is no charge, nor will any of your financial information be stored with your account. Your profile information will not be shared with other members without your approval.
- When you are ready to start, **go to the Home Page of GAHN's website, look in the upper right-hand corner and click on *Login***. You will be asked to create an account that includes personal profile information that will not be shared without your approval.
 - Your username and password, and
 - Contact information for you and your mentor.
- This information will be kept in a secure place where only the ED can see it.
- *We suggest you take a screenshot or photo of this information for safe keeping.*
- You will need to complete the profile information to initiate your application. If you are not ready to insert the mentor's name and information, type a few letters into the space so you can move on to the application. Remember, you must return to your profile and complete it before you submit your application. You must also upload the letter from your mentor and submit it as part of your application.
- If you are unable to complete the profile or initiate the application the first time you start, **save** what you've entered by clicking the *save draft* button, **check to be sure you've recorded your username and password where you will have it when you return**, and then close your account on the website.

Step 3. Starting the online Application Form

- Open your application by logging into your account using your username and password. Click on *Start Application*.
- The Application Form will pop up with an ID# assigned.

- Check the top left-hand side of the Application for your ID#. This is the only way your application, mentor's letter, and your information can be linked, so it is very important. Record and store it with your username and password.
 - Remember, the Selection Committee will have access to your application and mentor's letter, they will not have access to your contact information provided in your profile.
 - The link between your name, ID# and application is accessible by the ED and Selection Committee Chair.
- Start at the top of the application and work down through each of the sections. ○ Remember, Attachment 1: *Guidelines for GAHN Applicants* will help you as you work through various parts of the application.
- Work as you are able, if you need to stop and return later, remember to SAVE!
- When you return, go to the Login on Home Page, enter your *username and password*, and click. You'll land in your account and see a listing describing your Application Process. When ready to continue work on your application, click on the Start Application button that takes you to it; you will return to where you left off.

Step 4. Completing the application

- When you have completed all sections of the application, review it once again, and then click *Submit Application* button.
- You will receive a notice that you have submitted your application and now need to pay the Application Fee of \$50.00.
- When you have completed paying the *Application Fee*, click *Submit Application*. This will take you to the listing of My Application Process, indicating you've submitted your application and paid your fee.
- If you wish to review your application or download a pdf version, click the button that says See My Application. Your application is now in pdf format; you cannot change it, but you can download a pdf version of it if you wish to save a copy.

Step 5. Wait while the Selection Committee reviews your application.

The review process is extensive with multiple steps. We aim to inform applicants of their status by early May.

MOCK-UP (COPY) OF THE OFFICIAL GAHN SCHOLAR APPLICATION

This part of Section III provides you with a mock-up version of the official, online Application Form for 2023. The official application form is interactive; this version is not. The instruction shown on this version is provided to help you understand what is needed in that part of the application but will not show on the official application. Gray colored spaces shown here will be interactive so you can type directly into the online version. More space will be provided for the biosketch section.

1. PROFESSIONAL INFORMATION

ID#

Affiliations AHNA MEMBER yes no

AHNCC Certificate yes no Other

affiliations:

License Active yes no

2. BIOSKETCH and CONTRIBUTING INFORMATION

Education (List a minimum of 1 and maximum of 4 higher educational degrees with most recent first)

Date	Degree	College/University	Program
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Experience (List a maximum 6 nursing experiences you've had with most recent experience first)

Date	Institution/organization	Title/role/experience
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Honors and Awards (List maximum of 6 honors or awards with most recent first.)

Date	Honor/ Award	Awardee
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Published Scholarshipⁱ (List up to 10 most relevant publications using APA style)

Other Forms of Scholarship (List up to 5 most relevant activities/projects)

Describe your skills and attributes that will contribute to GAHN in 200 words or less [here](#)

Describe your professional goals for joining GAHN in 200 words or less [here](#)

3. LETTER OF SUPPORT PREPARED BY THE MENTOR

Guidelines for Mentors is found in the GAHN Scholars Handbook, Section III, Attachment 2. Specific instructions are included in a table at the end of the *Guidelines*. It is important that the mentor and applicant work together to ensure a common understanding of the

applicant's scholarship program is presented to the Selection Committee. Ask your mentor to prepare a letter of support and provide you with a copy that you will upload in the designated space on the online version of the application. *Remember, any letters submitted with personal information of either the applicant or the mentor will be eliminated.*

4. GAHN RECOGNITION CRITERIA	
Describe how you meet each of these criteria in 250 words or less.	
Conversant with and expert in integrating the holistic nursing paradigm in your professional life.	
Committed to integrating the pedagogy, ontology, and praxis of holistic nursing within healthcare	
Committed to mentoring holistic nurse scholars	
Provides leadership that advances quality care based in the knowledge, attitudes and skills of holistic health and wellness.	
Committed to the advancement of social justice through the development of healthcare policy	
Expressed Potential for Committee Participation/ Leadership	

5. PREFERENCE FOR SCHOLARLY CONTRIBUTIONS TO GAHN

The programs of GAHN are strategized and implemented through the work of the committees. All Distinguished Scholars are expected to participate. A description of the committees can be found in the Committee Handbook on the website <https://www.gahnscholars.org>.

Please rank-order your **top three** committee preferences and your preference for role in those committees

Nomination Committee Chair Co-Chair Member

Selection Committee	Chair		Co-Chair		Member	
Education Committee	Chair		Co-Chair		Member	
Practice Committee	Chair		Co-Chair		Member	
Discovery Committee	Chair		Co-Chair		Member	
Advocacy Committee	Chair		Co-Chair		Member	

INTRODUCTION

The following information is provided to clarify relations between your application and the process used by peer reviewers. It includes

- A brief description of what is meant by being a scholar, scholarship, and a scholarship program
- A template for you to present your biosketch • An example of the rubric used by reviewers
- Preparatory guidelines for applicants.

SCHOLAR, SCHOLARSHIP, AND A SCHOLARSHIP PROGRAM

Members of GAHN are Holistic Nursing Scholars who have a history of scholarship that contributes to the praxes of holistic nursing. Since there are many ways to think about *scholarship* and who is *a scholar*, we provide the following table to clarify our intent.

As you review this table, reflect on what gives your work meaning, what do you do as a nurse that comes from your core values. Take your time, reflect on your values, how those relate to the Core Values of Holistic Nursing and those of GAHN. Use reflective practice to help you clarify how these relate to your scholarly endeavors. Ask yourself how each activity, project, achievement contributes to your expertise in holistic nursing. These processes are best accomplished with the help of a mentor. You are ready for application submission when you've reached # 5.

A GAHN SCHOLAR AND PROGRAM OF SCHOLARSHIP			
	Definition	Resources	Suggestions for Applicants
1. Define a scholar	<i>A learned person who has profound knowledge of a particular subject</i>		Seek a mentor who will help you identify your scholarly activities, articulate your expertise, and further develop and disseminate your work.
2. Understand the concept of Scholarship	<i>Scholarship can be defined as the activities or achievements of an individual that creates a theme that is recognized by peers as relevant, new, information.</i>	•	With your mentor, review your activities or achievements, reflecting on why you were interested in each one, what was

			significant about it; and what it has in common with the others.
3. Recognize their <i>program of scholarship</i>	A <i>program of scholarship</i> is a series of scholarly activities and achievements linked to a particular person or group.	https://www.ncbi.nlm.nih.gov/pmc/articles/PMC1891293/	Name the theme(s) that run through your work; ask your mentor to review your decisions and discuss them with you. Reflect on your decisions and revise as needed.
4. Describe the relationship between the premises of Holistic Nursing and their program of scholarship.	Holistic Nursing Scholarship is a series of activities or attainments, <i>rooted in the holistic paradigm</i>, that provides guidance for designing holistic caring processes as well as a scaffold for knowledge development and dissemination of praxis.	Scholarship and Praxis, MA Hanley, https://gahnscholars.org/wp-content/uploads/2021/03/Theory-of-Healing-Praxis.pdf	Reflect on your scholarship and identify what it has contributed to holistic nursing practice and or discipline. Ask for mentor validation of your self-assessment
5. Demonstrate how your scholarship program is rooted in the paradigm and foundations of Holistic Nursing.	Applicants can articulate how their program of holistic nursing scholarship relates to the mission, purpose, and outcomes of GAHN.		Explain how your scholarship has contributed to the advancement of holistic nursing practice and development of the discipline.
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https://pubmed.ncbi.nlm.nih.gov/?linkname=pubmed_pubmed&from_uid=10820628 GAHN'S BIOSKETCH TEMPLATE

A biosketch is considered an abbreviated resume or curriculum vitae that includes the most relevant information related to your professional background and related scholarship. The application has a built-in template for you to enter your biosketch information.

- The template included in the online version is a formatted table with rows and cells. Since the rows are limited, we recommend that you select the information that provides the best evidence of you as a scholar and your scholarship program. (See number 2 in the Mock-up Application (above) for the information required and rows available for entry of information.)
- You may not have information for every entry; that is ok, quality is far more important than quantity.

- You may want to add something that doesn't seem to fit in the biosketch template. If that happens, and you want to include it, put it in the spaces throughout the application that allows narratives, e.g., your narrative describing your goals and attributes and the space for describing how you meet GAHN criteria.

THE REVIEWER'S RUBRIC

The reviewers will use a rubric to evaluate your application. Each component (or item) of the application is considered individually; all components contribute to the overall quality of the application.

An example of the ranking scale and associated descriptions are shown below.

DOES NOT MEET CRITERION (1)	PARTIALLY MEETS CRITERION (2)	MEETS CRITERION EXPECTATION (3)	EXCEEDS CRITERION EXPECTATIONS (4)
Has not contributed to the practice of holistic nursing	Contributed to the practice of holistic nursing	Made significant contributions to the practice of holistic nursing	Made noteworthy contributions to the practice of holistic nursing

There are two types of data included in the rubric: Items 1-3 (see Mock-up Application) are assessed as a unit of information to provide the reviewer an overall picture of the applicants' scholarship program. Items 4-5 are assessed using the rubric and assigned points accordingly. Seven criteria are scored from 1-4. Six are shown in item 4. *GAHN Recognition Criteria*, the seventh is the reviewer's overall evaluation based on all information provided. The minimum score possible is 7, the maximum is 28.

A required total score of 21 points is required to recommend acceptance. The individual reviewer's scores and their comments are submitted to the Selection Committee Chair who will aggregate them and report them to the Selection Committee as a whole. Recommendations are made by the Selection Committee as a whole and then sent to the Board for a secondary review and final decision.

APPLICANT GUIDELINES FOR PREPARING AND SUBMITTING THE APPLICATION

This section repeats some of the information provided earlier. It is provided here to ensure that you have additional detail and easy access to it. You may want to download these pages for easy retrieval.

Review the preparation process:

- Visit the website and read the documents that describe GAHN and helps distinguish it from other organizations (<https://www.gahnscholars.org>).
- Download the Scholar’s Handbook and read it carefully.
- Contact your mentor, send a link to the Scholars Handbook, and a copy of your resume
 - Set a mutual date for revisit to review documents, confirm individual agreements.
- Discuss with Mentor
 - Review the mock-up copy of the application included in the Handbook
 - Discuss the mutual roles of applicant and mentor
 - Confirm mutual agreement; write a contract as indicated
 - Make a list of information needed to complete the application.
- Login to the website (upper righthand corner), create a user ID and password, complete the Members Profile.

Prepare the application

- Work on the application as you are able, save draft and log out at your leisure.
 - Your application will be saved until March 31, 2023
 - Remember to discuss with mentor as you go
 - Remind mentor that letter of support is uploaded into your application. The application is incomplete without it and will not be accepted
- When completed, click “Submit Application”. Your landing place will include a statement that you have submitted your application and now need to pay the Application fee of \$50.00. Click on the *Pay Application Fee Button*
- When you have completed the payment, click *Submit Application*.
- Your application will be forwarded to the GAHN Selection Committee; you will receive a note saying it has been received.

Application Review

- You will be notified of the Board of Directors decision in early-mid May. If you have been admitted, you will be notified that it is time to submit your Induction Fees.
- After induction fees are paid, you will be notified that all requirements have been met, and information regarding the Induction will be forwarded. Induction fees are due no later than 15 days prior to the Induction.
- The Induction will be held June 25, 2023, 2:00 PM.

ATTACHMENT 2
GUIDELINES FOR MENTORS

AN OVERVIEW

You have been asked to serve as a mentor for an Applicant for GAHN Membership. At a minimum, that involves writing a letter to accompany an application for recognition as a GAHN Scholar. At a maximum, you will also serve as a mentor by helping the individual clarify and define his/her scholarship, how to expand it, and to validate that it is a program of scholarship. Thus, a preferred letter is one that reflects your evaluation of the individual as a scholar. In any case, this is not a letter for employment, nor a reference letter. Instead, we want:

- An objective peer review of the applicant's qualifications for recognition given the criteria for membership; and
- A summary statement that includes your recommendation.

Below you will find

- Information provided to the applicant including ○ A discussion on what is meant by *A Program of Scholarship*, ○ A biosketch template for applicants to use when preparing a biosketch,
- Criteria required for recognition as a GAHN Scholar and GAHN expectations
- Guidelines for drafting a letter that includes an objective peer review and a summary recommendation.

MENTORSHIP RESPONSIBILITIES

CLARIFICATION OF APPLICANTS SCHOLARSHIP PROGRAM

Members of GAHN are *Holistic Nursing Scholars who have a history of scholarship that contributes to the praxes of holistic nursing*. Since there are many ways to think about *scholarship* and who is *a scholar*, we provide the following table to clarify our intent. We hope this will help you as you prepare to apply for GAHN membership. Take your time, be reflective and use reflective practice to help you clarify your work. Ask yourself how each activity, project, achievement contributes to your expertise in holistic nursing. Steps 1-4 are best accomplished with the help of a mentor. You are ready for application submission when you've reached # 5.

Levels of learning	Definition	Resources/examples	Suggestions for Applicants
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1. Define a scholar	<i>A learned person who has profound knowledge of a particular subject</i>		Seek a mentor who will help you identify your scholarly activities, articulate your expertise, and further develop and disseminate your work.
2. Understand the concept of <i>Scholarship</i>	<i>Scholarship can be defined as the activities or achievements of an individual that creates a theme that is recognized by peers as relevant, new, information.</i>	.	With your mentor, review your activities or achievements, reflecting on why you were interested in each one, what was significant about it; and what it has in common with the others.
3. Recognize their <i>program of scholarship</i>	<i>A program of scholarship is a series of scholarly activities and achievements linked to a particular person or group.</i>	https://www.ncbi.nlm.nih.gov/pmc/articles/PMC1891293/	Name the theme(s) that run through your work; ask your mentor to review your decisions and discuss them with you. Reflect on your decisions and revise as needed.
4. Describe the relationship between the premises of Holistic Nursing and their program of scholarship.	Holistic Nursing Scholarship is a series of activities or attainments, <i>rooted in the holistic paradigm</i> , provides guidance for designing holistic caring processes as well as a scaffold for knowledge development and dissemination of praxis.	Scholarship and Praxis, MA Hanley, https://gahnscholars.org/wp-content/uploads/2021/03/Theory-of-Healing-Praxis.pdf	Reflect on your scholarship and identify what it has contributed to holistic nursing practice and or discipline. Ask for mentor -validation of your self-assessment
5. Demonstrate how your scholarship program is rooted in the paradigm and foundations of Holistic Nursing	Applicants can articulate how their program of holistic nursing scholarship relates to the mission, purpose, and outcomes of GAHN.		Explain how your scholarship has contributed to the advancement of holistic nursing practice and development of the discipline.

https://pubmed.ncbi.nlm.nih.gov/?linkname=pubmed_pubmed&from_uid=10820628

EVIDENCE OF A SCHOLARSHIP PRORAM

The information provided by the applicant will be reviewed by the Selection Committee Members in two ways.

- Qualitative Information provides the Selection Committee reviewers to create an overall assessment of the applicant and their readiness for GAHN Scholar status. This information includes the applicants' biosketch and contributing information. This information provides an overview of the applicant's scholarship, how it is rooted in the paradigm and foundation of holistic nursing, and how the applicant will contribute to the mission, purpose. and outcomes of GAHN.

- Narratives provided by the applicant describing how they meet criteria for GAHN Scholar status are evaluated and then rank-ordered quantitatively. These narratives provide details that reflect the information in the first section.

The two are evaluated separately, and then considered together as evidence of the applicant's scholarly activities.

A mock-up example of the application form can be found in the *Scholars Handbook* on the GAHN website <https://www.gahnscholars.org>

MENTORS TEMPLATE FOR LETTER OF SUPPORT

No identifying information of the applicant or mentor is to be included in the letter submitted. This includes letter heads, reference of applicant’s name, or any identifying information. The name and contact information for the mentor will be provided by the applicant separately in the event the Selection Committee needs to discuss the Letter of Support with the Mentor.

MENTOR’S TEMPLATE FOR LETTER OF SUPPORT FOR APPLICANT		
Mentors are advised to ensure that their letter of support includes each of these items.		
ITEMS TO BE INCLUDED	EXAMPLE	ITEMS TO EXCLUDE (NO EXCEPTIONS)
1. Title of the document to be submitted	COLLEAGEAL LETTER FOR RECOGNITION AS A GAHN SCHOLAR, 2023	
2.ID# of GAHN Applicant	ID#4487	Name, address, SSN, or other identifying information of applicant or self. This information will be provided by the applicant as part of their profile and kept separate from the rest of the application
3. A succinct evaluation of the applicant as a Holistic Nurse Scholar	Explicate how applicant’s work has contributed to the advancement of holistic nursing praxis and discipline.	
4. Discussion of Scholars Program of Scholarship	Provide evidence of sustained scholarly contributions	
5. Recommendation	Specifically describe with examples the merits of the applicants as they relate to the criterion for GAHN scholar.	

	If you have had relationship with the applicant, indicate the role, your evaluation, and how it applies to the application to GAHN	
(6. Signature is not needed)		Your name and contact information will be provided by the applicant separately. Only the ED will have access to your name and contact information if needed.

**SECTION IV
GLOBAL ACADEMY OF HOLISTIC NURSING
EDSJ POSITION STATEMENT AND CONFLICT OF INTEREST POLICY**

GAHN EQUITY, DIVERSITY, INCLUSION AND SOCIAL JUSTICE POSITION STATEMENT Introduction

Our professional Code of Ethics obligates nurses to “...practice with compassion and respect for inherent dignity, worth, and unique attributes of every person...” (ANA, 2015, pp. v) and “...collaborate with other health professionals and the public to protect human rights, promote health diplomacy, and reduce disparities” (p. v). These ethical provisions mandate that nurses commit to speak against racism, discrimination, and injustice; advocate for equity, diversity, and inclusion, and collaborate with others to eradicate these disparities and promote safe and healthy communities. Drawing from these ethical mandates, the following position provides a structure for functions of the Global Academy of Holistic Nursing (GAHN) and the work of the Scholars of GAHN.

Our Position

We believe that GAHN can only fulfill our mission when we value and work towards a global healthcare system that is just, equitable, diverse, inclusive, transparent, and fair. We recognize that our organizational culture, infrastructure, policies, procedures, Board of Directors, staff, and Scholars must respect and embrace worldviews of people from all backgrounds and communities.

Committed to building trusting and caring relationships requires that all GAHN Scholars are valued, heard, respected, supported, and empowered regardless of gender, age, race, ethnicity, national origin, nationality, sexual orientation, or identity, physical or mental challenges, education, or any other bias.

Together, through resolution, determination, and wisdom; built on trusting and caring relationships; valuing all perspectives and embracing and empowering all who have historically been vulnerable and marginalized, GAHN aims to create an organizational culture that embraces and supports equitable and holistic healthcare for all human beings.

To support our work, we:

- 1) Seek to understand, recognize, and address inequities in our organizational infrastructure which include, but are not limited to, board composition, policies, programs, and services.
- 2) Commit to transparency, inclusivity, and diversity in all GAHN interactions, at the individual and organizational level.
- 3) Will dedicate time, finances, and other resources to expand greater diversity within GAHN, at the board, staff, and scholar levels.
- 4) Pledge to lead with respect, caring, integrity, and tolerance and encourage all employees and scholars to demonstrate these values and attitudes in their work and interactions within our organization.

We agree to abide by the following commitments to:

1. Create new and ongoing learning opportunities to educate the board, employees, and scholars as we work towards a culturally sensitive and respectful organization.

2. Be proactive in increasing diversity and inclusivity on the board and in leadership positions reflective of society.
3. Identify and conduct research related to social justice, diversity, equity, and inclusivity that will support the work and mission of GAHN.
4. Identify and create resources for our underrepresented scholars by networking with other organizations that are committed to and share GAHN values, beliefs, and attitudes.
5. Disseminate resources that support and facilitate learning opportunities related to social justice, equity, diversity, and inclusion.
6. Support public policy and healthcare forums that advocate for social justice and equity.

Reference

American Nurses Association (2015). Code of ethics for nurses with interpretive statements. Silver Spring, MD: Nursesbooks.org.

Retrieved from <https://www.nursingworld.org/practice-policy/nursing-excellence/ethics/code-of-ethics-for-nurses/coe-view-only/>

GLOBAL ACADEMY OF HOLISTIC NURSING

CONFLICT OF INTEREST POLICY STATEMENT OF POLICY

Purpose

The bylaws of the Global Academy of Holistic Nursing recognize that both real and apparent conflicts or dualities of interest can occur while conducting the Academy's affairs.

The purpose of this Conflict of Interest (the "policy") is to protect the Academy's interests when it is considering taking an action or entering into a transaction that might benefit the private interests of a director, officer or key person¹, result in the payment of excessive compensation to a director, officer or key person; or otherwise violate state and federal laws governing conflicts of interest applicable to nonprofit, charitable organizations. The purpose of the conflict-of-interest policy is to protect the Academy's interest when it is contemplating a transaction or arrangement that might benefit the private interest of an officer or director of the Academy or might result in a possible excess benefit transaction.

Conflicts are undesirable because they may place the interests of others ahead of the Academy, and because they often reflect adversely upon the persons involved, regardless of the actual facts or motivations. Therefore, the Academy's affirmative policy shall be to require that each Board Member, officer and senior employee (hereafter referred to as "Responsible Persons") act in the Academy's best interest and comply with applicable legal requirements, and (a) be familiar with the terms of the Conflict Policy, (b) disclose to the Board any possible personal, familial or business relationships that reasonably might give rise to a conflict involving XSA, (c) not be present at or participate in Board or committee deliberations or vote on the matter giving rise to such conflict; (d) not attempt to influence improperly the deliberation or voting on the matter giving rise to such conflict. The existence and resolution of the conflict shall be documented in the Academy's records, including the minutes of any meeting at which the conflict was discussed or voted upon. This Section and the Conflict Policy shall be interpreted to be consistent with the New York Not-for-profit Corporation Law and the Internal Revenue Service as respects tax-exempt organizations.

Disclosure Of All Conflicts

All Responsible Persons under the Academy's Conflict Policy shall (a) annually complete a disclosure form identifying any relationships, positions, or circumstances that s/he believes could contribute to a conflict of interest. In addition, each such person shall disclose any real or apparent conflicts prior to Board or committee action on a contract or transaction involving such conflict. Such disclosure shall be reflected in the minutes of the meeting.

Prescribed Activity of Persons Having Conflicts

All Responsible Persons with a real or potential conflict of interest shall not participate in or be permitted to hear the Board's or committee's discussion of the matter pertaining to the conflict except to disclose material facts and respond to questions. Such Responsible Person shall not be counted in determining the presence of a quorum for purposes of a vote on the matter pertaining to the conflict; the remaining disinterested members of the Board or committee may vote on the matter. Such person's ineligibility to vote shall be reflected in the minutes of the meeting. However, if a Board member(s) needs to step out of the room due to a conflict of interest or a related party transaction, the Board member(s) is still considered "present" at the meeting and counts towards a quorum

Related Party Transactions

The Academy may not enter any related party transaction unless the transaction is determined by the Board to be fair, reasonable and in the Academy's best interest at the time of such determination. Any Board Member, officer or key employee who has an interest in a related party transaction shall disclose to the Board the material facts concerning such interest. With respect to any related party transaction in which a related party has a substantial financial interest, the Board shall, prior to entering the transaction, (i) consider alternative transactions to the extent available; (ii) approve the transaction by not less than a majority vote of the Board members present at the

meeting; and (iii) contemporaneously document in writing the basis for the Board’s approval, including its consideration of any alternative transactions.

A “related party transaction” is a transaction, agreement, or other arrangement in which a related party has a financial interest and in which the Academy or any of its affiliates is a participant. A “related party” is (A) any Board Member, officer or key employee of the Academy or any of its affiliates, (B) any relative of such person, (C) any entity in which such individual has a 35% or more ownership or beneficial interest, or in the case of a partnership or professional corporation, a direct or indirect 5% ownership interest, or (D) any other person who exercises the power of Board Members, Officers or key employees over the affairs of the Global Academy of Holistic Nursing.
