



Professional Conferences often offer participants Continuing Education Units, or CEU's. Healthcare professionals are required to fulfill a given number of CEU hours annually to retain their license. The accrediting agency distributing the CEU's must have on file a resume from each person who presents at an educational event. As more and more Patient Family Advisers are partnering to present material at conferences, it is important that the accrediting agency have a resume of your experience as a Patient Family Adviser. The following is a template for your use in creating your Patient Family Adviser Resume.

PATIENT FAMILY ADVISORY RESUME TEMPLATE

Name:

Address:

Email:

Phone Number:

What is your educational level?

What is your primary role in the healthcare environment? *Patient, Family member, spouse, parent etc.*

Briefly describe your pertinent experience? *A short description of your experience(s) that lead to you becoming a Patient & Family Adviser*

What Organizations have you served as a Patient & Family Adviser? *Perhaps it is a specific hospital unit, another volunteer organization related to the Patient Experience, such as disease specific foundations.*

How long have you served in this capacity? *It's okay if you are just getting started or have years of experience.*

Briefly describe the activities or programs you have been involved in as a Patient & Family Adviser? *Have you reviewed policies, helped write a new policy, shared your story at staff meetings, and joined the Board, helped with construction projects? One or two sentences about each of the projects you have worked on. If it's only one or two, feel free to provide more information about your direct involvement.*

Do you hold any additional certificates or educational acknowledgements that enhance your skills as a Patient & Family Adviser? *Think of any workshops, conferences or other trainings you may have attended which relate to your service as a Patient & Family Advisor.*