

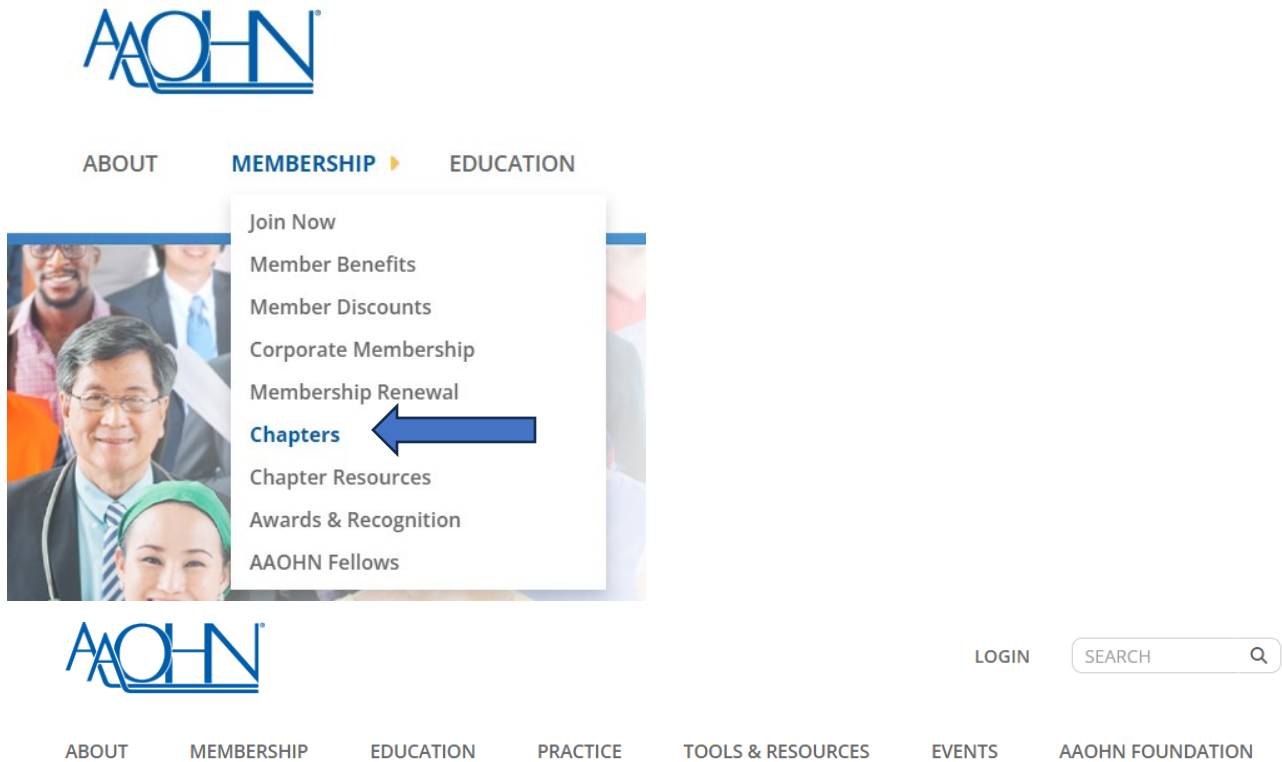


**American Association of Occupational Health
Nurses, Inc.**

Quick Reference Guide:

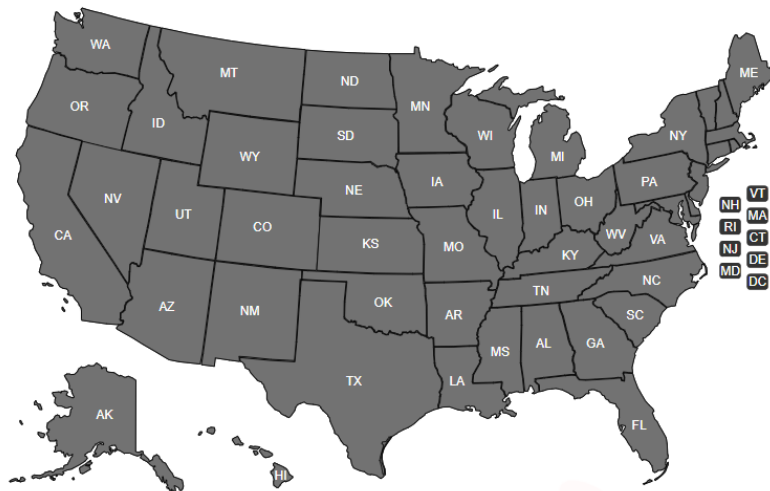
How to Join AAOHN and AAOHN Chapters

1. Go to aohn.org and view the Membership tab
2. Select "Chapters" to view the Chapter map and available chapter options per state

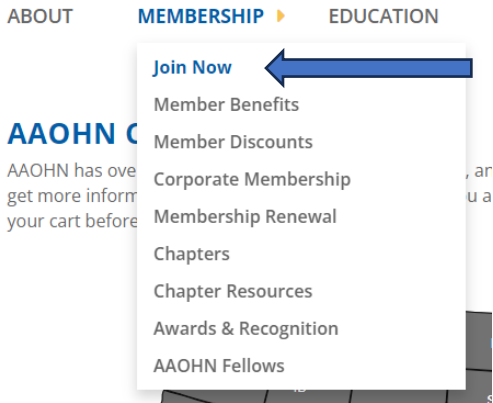


AAOHN CHAPTERS

AAOHN has over 40 chapters across the continental U.S., and joining an AAOHN chapter is a great way to stay connected to OHNs in your area. Click your state to get more information about your local chapter. When you are ready, select "Join Now" on the Membership tab, and make sure you add your preferred chapter to your cart before checkout.



3. When you are ready to join, view the Membership tab and select “Join Now”
4. Select the box labeled “Join AAOHN”



JOIN AAOHN

Committed to the health, safety and wellness of workers for more than 75 years, AAOHN provides professional standards of practice, continuing education and networking opportunities for nurses throughout the United States and abroad. [Learn more](#) about how AAOHN membership can support your care



5. To create a new member profile, select “Need an Account? Sign Up”
6. Input your name, the email address to use as your username, and select “Sign Up”

JOIN MEMBERSUITE
New to this site?
If you are new to this system or not sure if you've used this site before, enter your information below and click Sign Up.

Sign in with your username/email and password

Email

Password

[Forgot your password?](#)

By signing in, I agree to the [Privacy Policy](#) and [Terms of Service](#).

Sign In

Need an account? [Sign Up](#)

JOIN MEMBERSUITE
New to this site?
If you already have an account, click the Sign In button and use your email and password.

Sign up with a new account

First Name

Last Name

Email (Username)


Sign Up

Already have an account? [Sign In](#)

7. Input your First Name, Last Name, and Password, following the requirements, then select “Next”
8. Select “Purchase” on the pop-up message

Create Account
Select the type of account you wish to create.

Personal Information


Upload

First Name

Last Name

Email (Username)


Password

Password Requirements

- Password must be at least 8 characters.
- Password must contain at least 1 number.
- Password must contain at least 1 uppercase letter.
- Password must contain at least 1 lowercase letter.
- Password must contain at least 1 Special Character from the following list: (^\$*.[\{\}()?'-!*@#%&/\,><':;|_~`)

Next

Thank You! ×

 | Your account has been created.

A confirmation email has been sent to
jrenee39214@gmail.com.

Please select what you would like to do next...

Purchase
Individual Membership

Return to Home


9. Choose a Membership type and select “Next”

< **Membership Type** Chapter Section Membership Questions Add-Ons Summary X

Membership Type

Select your membership type

<input checked="" type="radio"/> Regular Member	\$170.00
<input type="radio"/> Affiliate Member	\$170.00
<input type="radio"/> Student Member	\$65.00
<input type="radio"/> Retired Member	\$125.00
<input type="radio"/> International Member	\$170.00
<input type="radio"/> Chapter Membership for Corporate Members	\$0.00

 [Next](#)

10. If you wish to join a chapter, check the box next to the chapter(s) you wish to join and select "Next."

- a. **NOTE:** You can join as many chapters as you like. Chapters that currently have a \$0.00 dues promotion will not have a price next to the chapter name (ex. Oregon State, Northeast Region, Vermont State, etc).

The screenshot shows a web interface for selecting a chapter. At the top, there are navigation tabs: Membership Type, Chapter (selected), Section, Membership Questions, Add-Ons, and Summary. Below the tabs is a list of chapters, each with a checkbox and a price. The 'Oregon State' chapter is selected with a green checkmark. To the right of the list is a 'Make Primary?' toggle switch. At the bottom right, there is a blue arrow pointing to a 'Next' button.

Chapter	Price
<input type="checkbox"/> Northeast Ohio	\$25.00
<input type="checkbox"/> Northeast Region	
<input type="checkbox"/> Northwest Iowa	\$25.00
<input type="checkbox"/> Ohio State	\$60.00
<input checked="" type="checkbox"/> Oregon State	
P - T	
<input type="checkbox"/> Pennsylvania State	\$10.00
<input type="checkbox"/> San Antonio Texas	\$25.00
<input type="checkbox"/> South Carolina State	\$30.00
<input type="checkbox"/> Southern California	\$20.00
<input type="checkbox"/> Southwest Suburban Chicago IL	\$30.00
<input type="checkbox"/> Southwestern Pennsylvania	\$20.00
<input type="checkbox"/> St. Louis Missouri	\$15.00
<input type="checkbox"/> Susquehanna Valley PA	\$15.00
<input type="checkbox"/> Texas Sabine Area	\$25.00
<input type="checkbox"/> Texas State	\$50.00
U - Z	
<input type="checkbox"/> Utah State	\$30.00
<input type="checkbox"/> Vermont State	
<input type="checkbox"/> Wisconsin State	\$35.00



Next

11. Answer the Membership Questions, and select “Next”

Membership Questions
Please answer the following questions


I would like to opt out of the membership directory

Please charge my credit card and automatically renew my membership when it expires

Other Information

How were you referred to AAOHN

If referred, please provide the name and chapter of the person.



12. If you would like to add a donation of \$25 or more to the AAOHN Foundation to your order, select "Add" and then select "Next"

The screenshot displays a section titled "Additional Products You Might Like" with a table containing one row:

Product Name	Price	Quantity	Action
AAOHN Foundation Donation	\$25.00	1	Add


At the bottom right of the page, there is a blue button labeled "Next".

Blue arrows in the image point to the "Add" button in the table and the "Next" button at the bottom right.


13. Review your selections, and select “Add to Cart”

Membership Type Chapter Section Membership Questions Add-Ons **Summary** ✕

Your Selections		Edit
Membership Fee		
Regular Member	\$170.00	
Chapter		
Oregon State	\$0.00	
Arizona Valle del Sol	\$20.00	
Subtotal: \$190.00		


\$190.00  [Add to Cart](#)

14. View your cart subtotal and select “Checkout”

 [AAOHN.org](#) [My AAOHN Home](#) [Community](#) [Shop](#) [Events](#) [Donations](#)

My Cart

Membership	
Regular Member Edit	\$190.00 Remove

Subtotal (1 Item): \$190.00  [Checkout](#)

15. Complete the payment and billing information sections and select “Checkout” to complete your order.

Checkout MasterCard Discover Amex VISA Secure Server

Payment method:

New Payment Method

Pay Later

Add a Discount or Promotional Code

Enter Code

Billing Address: *

New Address

Product Name	Price/Qty	Total Price
Regular Member	\$170.00 x 1	\$170.00
Oregon State Chapter Regular Member	\$0.00 x 1	\$0.00
Arizona Valle del Sol Chapter Regular Member	\$20.00 x 1	\$20.00
Tax:		\$0.00
Total:		\$190.00
Total Due Now:		\$190.00

You will receive a confirmation email for your order, and you can access your membership information at any time when you log into your profile.

If you have any questions or concerns regarding your membership, please contact the AAOHN National office at info@aaohn.org or (312) 321-5173.