**SUGGESTED TEMPLATE FOR CV**

**Name and Credentials**

**Curriculum Vitae**

**TITLE & EMPLOYMENT** (title, current place of employment, department, address, phone number)

**LICENSES & CERTIFICATIONS** (license(s) and certification(s), licensing or certifying body, expiration date)

**EDUCATION** (graduation month and year; earned degree(s); formal post-doctoral education, and/or degrees in progress; university name, department, city, state; area of focus)

**EMPLOYMENT & PROFESSIONAL EXPERIENCE** (title, date of employment [month/year to month/year] facility, city/state)

**HONORS & AWARDS** (list date and honor/award)

**PUBLICATIONS & SELECTED WRITTEN WORKS** (data-based articles and peer-reviewed journal articles, research monographs, books, book chapters, newsletters, patient tools, newsletters, patient tools, etc. Use reverse chronological order, newest first)

**SPEAKING ENGAGEMENTS & TEACHING** (workshops, keynotes, media interviews, seminars, conference presentations, posters or abstract presentations etc. – segregated into international, national, state, local categories, if appropriate. Use reverse chronological order, newest first)

**RESEARCH/EVIDENCED BASED PRACTICE** (funded and unfunded research, EBP initiatives, translation into practice. Use reverse chronological order, newest first)

**PROFESSIONAL SERVICE** (voluntary, appointed, or elected leadership roles in nursing, healthcare, or other organizations outside of employments, international, national, regional, state, local categories if appropriate with dates and activities)

**PHILANTHROPY** (community involvement – note any relations to perioperative nursing)

**ADDITIONAL EXPERIENCES/CATEGORIES AS APPROPRIATE** (optional, if related to perioperative services and demonstrate impact)