# SPECIAL INTEREST GROUP (SIG)

# ANNUAL STATUS REPORT TO THE SPP BOARD OF DIRECTORS

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| --- | --- |
| **Date:**  |  |
| **SIG Name:**  |  |
| **SIG Chair(s) Name and Credentials:**  |  |  |
| **SIG Chair(s) Email:** |  |  |
| **Other SIG Leadership** **(Names, Credentials, and Positions):** |  |
| **Current # of SIG Members:**  |  |

# SIG Activities in Past Year

*Please indicate if your SIG has conducted any of the following activities this past year by checking Yes or No and adding a description of your efforts/the activity. Please also note if this is planned for next year. Note: The SPP Board does not expect SIGs to do all activities!*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Activity | Yes | No | Plans for Next Year | Description |
| Does your SIG have a listserv? (please describe how you use your listserv) |  |  |  |  |
| Does your SIG have an external website that is regularly maintained? (please list url and describe general purpose) |  |  |  |  |
| Have you updated your SIG page on the SPP website to update information including leadership and contact information? |  |  |  |  |
| Does your SIG have any social media accounts? (please list and describe how they are used). |  |  |  |  |
| Did your SIG send a newsletter or other form of regular communication with members? (please describe the purpose and frequency of use) |  |  |  |  |
| Did your SIG hold member meetings outside of SPPAC (e.g., phone or video conferences, journal clubs)? |  |  |  |  |
| Did your SIG get feedback from members for desired activities (e.g., member survey)? (please describe how that information is used) |  |  |  |  |
| Did your SIG give out any awards? |  |  |  |  |
| Did your SIG have any publications (e.g., peer-reviewed articles, Progress Notes article)? |  |  |  |  |
| Did your SIG develop any resources for SPP members or the public (e.g., Fact Sheets, patient/family-facing materials)?  |  |  |  |  |
| Did your SIG conduct any research projects? |  |  |  |  |
| Did your SIG collaborate with other SIGs or organizations on any projects or presentations? |  |  |  |  |
| Did your SIG host any webinars? (please list names of speakers, titles, dates, and number of attendees) |  |  |  |  |

Additional questions:

|  |  |  |  |
| --- | --- | --- | --- |
|  | Yes | No | Description |
| Is your SIG interested in meeting in-person at SPPAC? (describe general agenda and activities) |  |  |  |
| SPP is looking into developing a policy around Artificial Intelligence (AI). Do you use AI for managing your SIG? (list the name of each AI application and describe how you use it) |  |  |  |
| Does your SIG have a formal liaison role to APA, other divisions, or an outside organization? (list and describe your liaison roles including the role and the organization name) |  |  |  |

# SIG Goals

What were your SIG’s top 3 goals from last year? Please list and indicate your progress towards achieving.

|  |  |
| --- | --- |
| Goal 1: |  |
| Progress: |  |
| Goal 2: |  |
| Progress: |  |
| Goal 3: |  |
| Progress: |  |

What are your SIGs top 3 goals for the coming year? What outcomes will you use to measure success?

|  |  |
| --- | --- |
| Goal 1: |  |
| Metrics: |  |
| Goal 2: |  |
| Metrics: |  |
| Goal 3: |  |
| Metrics: |  |

Finally, please use the space below to provide any additional information about your SIG’s efforts in achieving goals, growing your membership, or fulfilling your mission.

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