

**NADE STRATEGIC PLAN**

**NADE’s** *mission* is to advance the art and science of disability evaluation

**NADE’s** *purpose*, as outlined in Article III of the Preamble to the Constitution, is to foster, promote and participate in activities designed to:

• Increase the understanding of disability programs by the medical community and the general public.

• Develop high standards of professional and ethical service to the general public.

• Improve the documentation of applications for disability benefits and the evaluation of medical and vocational information obtained in connection with such applications.

• Provide a forum for the discussion of problems related to adjudication of disability claims.

• Develop professional standards and training opportunities for all individuals engaged in adjudication of disability claims.

**NADE’s***Strategic Plan* serves as a blueprint for the organization, outlining those activities and actions necessary to achieve NADE’s mission and purpose. It is reviewed and revised as goals are met and new challenges to the disability evaluation process are identified.

**NADE STRATEGIC PLAN**

**STRATEGIC GOAL # 1**

**PROFESSIONALISM**

**Objective 1:** Provide Education and Training Conferences for the Membership.

**Strategy:** Design a System by which updated information on the educational opportunities for members can be obtained.

**Work plan:** The REGIONAL DIRECTORS shall share with the PROFESSIONAL DEVELOPMENT COMMITTEE and the SECRETARY copies of regional and state conference agendas and shall identify training materials that could be made available for conferences or chapter meetings. The PROFESSIONAL DEVELOPMENT COMMITTEE shall compile information regarding material available, post it to NADE’s website, and distribute through the COUNCIL OF CHAPTER PRESIDENTS Chair this information as well as a national training schedule which will include dates, programs, locations and brief highlights - or agendas- of the training to be provided at the national, regional and state conferences.

Information about state, regional and national training conferences will appear in the NADE Advocate and will be posted on the NADE Website. The PAST PRESIDENT will communicate information about the NADE training conference schedule to DDS Administrators and appropriate SSA personnel. The PRESIDENT will highlight the education and training value of NADE’s training conferences in communications with DDS ADMINISTRATORS and SSA OFFICIALS. as well as encourage their involvement. The PRESIDENT and PAST PRESIDENT shall work with SSA and DDS ADMINISTRATORS to obtain support for members to conduct and attend national, regional and state training conferences.

**Objective 2:** Maintain a System of Professional Certification.

**Strategy:** Maintain A System of Tracking and Recording Professional and Continuing Education. Enhance current procedures for maintaining records of members’ participation in training sessions that have been deemed to qualify for continuing education credits.

**Work plan:** NADE has established standards for certification of its members. In addition, NADE has established requirements for recertification. The individual NADE member is responsible for maintaining their own record and submitting it to the PROFESSIONAL DEVELOPMENT chair documenting that the requirements have been met when requesting certification or recertification.

The PROFESSIONAL DEVELOPMENT COMMITTEE will award certificates to members who apply for professional certification and who meet the prescribed minimum standards. These certificates will attest to the members having obtained the minimum standards necessary for professional certification. These certificates will expire three (3) years after issuance and the member will receive either a new certificate or an updated seal if they can show that they continue to meet the minimum standards that have been prescribed by the NADE Board as necessary to maintain professional certification.

The PROFESSIONAL DEVELOPMENT COMMITTEE shall have responsibility for insuring that the minimum standards for professional certification sponsored by NADE continue to reflect industry standards and make recommendations to the NADE BOARD on a periodic basis to update NADE’s certification/recertification process. To achieve this goal, the PROFESSIONAL DEVELOPMENT COMMITTEE shall, on a periodic basis, solicit input from DDS Administrators, NADE members, and SSA personnel responsible for DDS operations, disability policy and programs.

**Objective 3:** Maintain voluntary Code of Professional Ethics.

**Strategy:** NADE’s current Code of Ethics is to be to maintained and updated periodically.

**Work plan:** Every 5 years, beginning in 2008, a committee chaired by the SECRETARY will be formed to review for possible update to the Code of Ethics. The results of this review and any suggested revisions will be presented to the NADE BOARD and to that year’s GENERAL MEMBERSHIP MEETING for approval. The current Code of Ethics will be included with all new member packets. The Code of Ethics will be posted on the Website and published in the Advocate once a year.

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**STRATEGIC GOAL #2**

**LEGISLATIVE, REGULATORY AND JUDICIAL MONITORING AND ADVOCACY**

**Objective 1:** Maintain a network to monitor pending legislation, litigation and regulatory changes.

**Strategy:** Ensure NADE’s awareness of pending legislation, litigation and regulatory changes and enable timely response to pending legislation and regulatory changes.

**Work plan:** The primary responsibility for obtaining this information will be with the LEGISLATIVE DIRECTOR.

**Objective 2:** Maintain methods of obtaining membership positions on legislative and regulatory issues.

**Strategy:** Employ NADE’s regional and local chapter structure to obtain input on legislative and regulatory issues.

**Work plan:** The primary responsibility for obtaining this input rests with the PRESIDENT, REGIONAL DIRECTORS, and LEGISLATIVE DIRECTOR. However, input may also be obtained by:

1. Including a survey in each national and regional conference packet,

2. Including a legislative committee session at regional/national

conferences to “brainstorm,” and

3. Encouraging each chapter to have a legislative committee and to develop an e-mail list of contacts between the legislative committee members and the chapter members.

**Objective 3:** Present membership positions on legislative and regulatory Issues.

**Strategy:** Educate legislators, legislative staff and SSA officials on areas of concern and pertinent to NADE members and to the disability program(s).

**Work plan:** NADE will present testimony or provide statements for the record at congressional hearings related to the disability program. NADE will develop, write and issue position papers on topics relevant to disability program designed to educate and be published in the Advocate.

**Objective 4:** Maintain a method of informing the membership of legislative, judicial and regulatory issues.

**Strategy:** Use the Advocate and the President’s executive memos further disseminated by the Regional Directors, NADE’s website, and other mechanisms, such as e-mail, as appropriate to inform the membership of legislative, judicial and regulatory issues as well as details of the positive outcomes flowing from NADE’s past involvement in legislative and regulatory issues.

**Work plan:** The PRESIDENT, REGIONAL DIRECTORS AND LEGISLATIVE DIRECTOR will continue providing such information on a regular basis.

**Objective 5:** Develop a method of motivating the membership to address regulatory and legislative issues.

**Strategy:** Provide the membership with details of upcoming legislative and regulatory changes and how members can influence change and maximize impact at the appropriate level.

**Work plan:** The LEGISLATIVE DIRECTOR shall conduct a legislative update session at every national conference describing pending and prior regulatory/legislative NADE concerns, what actions were taken by the organization and the results. A synopsis of this information shall be published annually in the Advocate and posted to NADE’s website.

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**STRATEGIC GOAL #3**

**ORGANIZATIONAL CONTINUITY AND SERVICE TO MEMBERS**

**Objective 1:** Maintain a System of Gathering and Storing Information.

**Strategy:** Monitor development of methods which could be used to store NADE’s official records.

**Work plan:** The SECRETARY will review various methods of storage methods for NADE official records. Older records (prior to January 2004) will not be imaged into electronic format. All new records, except for financial records needed for audit purposes, starting with January 2004 will be submitted in an electronic format to the SECRETARY for cataloging and storage.

**Objective 2**: Develop a catalog of NADE’s official records and information available to NADE members.

**Strategy:** A system should be developed to inform NADE members of what is in NADE’s official records and that information to be disseminated to the general membership as well as other specific individuals.

**Work plan:** The SECRETARY will develop and maintain a catalog of available information that is in NADE’s official records, printed in the Advocate or distributed independently by the Regional Directors for distribution to the chapters. This catalog will be updated annually and printed in the Advocate as well as posted to NADE’s website. With input from the SECRETARY regarding cost, the Board will establish user-fees for use of this information and review such fees periodically. The SECRETARY will use the Advocate and the website to inform the general membership of the material available and the fees for use.

**Objective 3**: Provide leadership guidelines and training to members.

**Strategy:** Maintain a comprehensive list of expectations the national organization has of its leaders. Ascertain what, if any, assistance chapters or members desire in areas of leadership issues. Provide each incoming chapter president with a packet of information regarding leadership issues.

**Work plan:** The COUNCIL OF CHAPTER PRESIDENTS Chair shall solicit and disseminate leadership guidelines. The guidelines must be approved by the Board and will be distributed to Chapter Presidents and included in the Chapter Services handbook. Leadership training will be offered annually at the national meeting of the Council of Chapter Presidents.

**Objective 4**: Promote an historical perspective and sense of organizational continuity.

**Strategy**: NADE’s strength is in the commitment of its members to the organization’s goals and objectives

**Work plan**: The SECRETARY, with input from the RETIREES’ COMMITTEE, will set up a display at the national training conference, documenting NADE’s historical and current activities and achievements.

**Objective 5:** Establish a system to assure that NADE’s Mission and Purpose are achieved.

**Strategy**: Maintain a Strategic Plan to serve as a blueprint for the organization.

**Work plan:**

1. On an on-going basis NADE’s STRATEGIC PLAN COMMITTEE will review NADE’s Strategic Plan and present recommendations to NADE’s BOARD OF DIRECTORS and at the GENERAL MEMBERSHIP MEETING.
2. The STRATEGIC PLAN CHAIRPERSON shall work with the incoming PRESIDENT to develop charges for incoming BOARD MEMBERS and COMMITTEE CHAIRS.

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**STRATEGIC GOAL #4**

**MEMBERSHIP FRATERNITY AND RECOGNITION**

**Objective 1:** Promote Fraternity within the National Association.

**Strategy:** Fraternity is defined as a spirit of cooperation and a sharing of common experience among the members of NADE and will be promoted by increased communication channels; through state, regional and national conferences; the Advocate; and intra- and inter-state sharing of ideas and recognition of common experiences, interests and objectives.

**Work plan:**

1. The PRESIDENT will communicate on a regular basis with the membership through the Advocate and other appropriate means such as NADE’s website.
2. The PAST PRESIDENT will maintain communication with all DDS and appropriate SSA officials to inform them of NADE activities and seek their support for areas of mutual interest.
3. The NATIONAL DISABILITY PROFESSIONAL’S WEEK COMMITTEE will continue to promote National Disability Professional’s Week as a celebration of both fraternity and professionalism.
4. The NATIONAL DISABILITY PROFESSIONAL’S WEEK CHAIRPERSON will set up a display at the national conference providing copies of original ideas for projects, social activities, etc., shared by the chapters during the previous year. COUNCIL OF CHAPTER PRESIDENT’S Chair will assist in soliciting ideas and material for this display.
5. The ORGAN DONOR/TRANSPLANT COMMITTEE shall assure the availability of organ donation and transplantation promotional information for all NADE state, regional and national conferences.

**Objective 2:** Maintain a current Membership Directory.

**Strategy:** Prepare a membership directory to be available annually at the time of the national conference.

**Work plan:** The MEMBERSHIP PROCESSING CONTRACTOR will prepare a Membership Directory to contain name, address, phone number and job title. Additional information including interests, talents, previous NADE experience, etc. could be solicited later if desired by the membership. On a monthly basis, the MEMBERSHIP PROCESSING

CONTRACTOR shall provide to the Regional Directors an updated Membership Directory for the chapters in their regions.

**Objective 3:** Maintain a system to obtain input on NADE’s recognition program.

**Strategy:** On a periodic basis, obtain feedback from chapters regarding the Awards process at all levels (national, regional and local) and update NADE’s recognition program as needed.

**Work plan:** The AWARDS COMMITTEE shall periodically request formal feedback from chapters regarding their opinion of the awards system. The AWARDS COMMITTEE will use the survey and feedback results to propose criteria to the BOARD for discussion and approval to identify and initiate new methods of recognition of NADE members.

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**STRATEGIC GOAL # 5**

**CHAPTER DEVELOPMENT AND SERVICES**

**Objective 1:** Evaluate Services Provided to Members.

**Strategy:** Review current services and consider additional services.

**Work plan:** The MEMBERSHIP DIRECTOR and the COUNCIL OF CHAPTER PRESIDENT’S Chair shall develop an electronic survey to obtain feedback from members on current services and additional services they would like to see NADE offer. The MEMBERSHIP DIRECTOR and COUNCIL OF CHAPTER PRESIDENT’S Chair will propose additional services as needed.

**Objective 2:** Develop a plan for funding current and new services desired.

**Strategy:** Determine financial support for current and new services desired.

**Work plan: At least once every five years,** the MEMBERSHIP DIRECTOR, working with the NON-DUES REVENUE CHAIR and TREASURER, will evaluate NADE’s budget and costs for various services and provide recommendations to the NADE BOARD on services that can be funded that year. The MEMBERSHIP DIRECTOR, the NON-DUES REVENUE CHAIR and the TREASURER will propose new funding mechanisms to finance on-going services provided and new services desired.

**Objective 3:** Recruit and retain sufficient membership base to afford to conduct NADE’s business and provide needed membership services.

**Strategy:** Determine incentives for membership, both for prospective members and established members.

**Work plan:** The MEMBERSHIP DIRECTOR will develop a survey to establish needed services and incentives for membership among disability professionals.

**Objective 4**: Encourage continued involvement in NADE when a member retires from the DDS or SSA.

**Strategy**: Determine incentives for continued membership among retirees

**Work plan**: REGIONAL DIRECTORS, CHAPTER PRESIDENTS and the MEMBERSHIP PROCESSING CONTRACTOR will identify retiring or retired members. The MEMBERSHIP DIRECTOR, with the assistance of the RETIREES COMMITTEE CHAIR, will solicit input from known retirees to determine what services or activities would encourage continued membership.

**Objective 5:** Promote the value of NADE’s activities and services for administrators seeking professional incentives for employees.

**Strategy:** Determine professional incentives sought by administrators for employees.

**Work plan:** The PRESIDENT, PAST PRESIDENT and MEMBERSHIP DIRECTOR will work with NCDDD to determine needed services and incentives for membership among disability administrators.

**Objective 6:** Facilitate Chapter-to-Chapter communications.

**Strategy:** Encourage both formal and informal communication between and among chapters.

**Work plan:** On an annual basis, the COUNCIL OF CHAPTER PRESIDENTS Chair and PAST PRESIDENT will review the Chapter Services Handbook and update it as needed. On an annual basis, the COUNCIL OF CHAPTER PRESIDENTS will review and update the COUNCIL OF CHAPTER PRESIDENTS directory and post the updated version to the NADE website.

**NADE Strategic Plan**

Updated December 6, 2021