



Tips for effective In District Meetings with Senators and Congressmen

Even though a number of ANA members descend on Capitol Hill during the year to lobby on ANA's key issues, it is essential for members to attend in-district meetings when their representative/senators are in their district office. Scheduling meetings with your congressional representatives in your home district is the best way to make an impact on nursing issues.

Steps to ensure an effective meeting:

- Send a letter or e-mail requesting a meeting. Most members of Congress can be reached in their district office over Congressional recess and many are available on Fridays.
- Promptly follow-up your letter or e-mail with a telephone call to the member's district office. Ask to speak with the member's scheduler who handles district office appointments. You may be referred to the member's Washington, DC office. If referred, the main number for the Capitol Hill switchboard is 202-224-3121. The switchboard can transfer you to any House or Senate office.
- Invite colleagues, friends and family to attend the meeting. Hearing the same message, individually and collectively from the nursing community makes this the best way to make an impact on a member's position on our issues. ANA may also contact you to attend a meeting we organize, or one organized through one of our coalition partners.
- In advance of the meeting, the group should meet to strategize. A lead person should be designated to deliver the key message you want to leave with the member of Congress.
- Your discussion with the member of Congress should be organized and focused on ANA's principal issue(s). Ask directly for the member's help in supporting ANA's position and try to get a clear sense of where the Member stands on ANA's principal issues.
- Every participant should immediately write an individual thank-you note to the member of Congress and any staff member present during the meeting. Be sure to express your appreciation to any of the member's staff who were involved in scheduling or facilitating the meeting.

Whatever you choose to do to help, keep ANA in the loop!
E-mail michelle.artz@ana.org to let us know about your efforts