



## Establishing a ThinkFirst Chapter (US)

The ThinkFirst National Injury Prevention Foundation (ThinkFirst Foundation) has chapters throughout the United States and around the globe, providing ThinkFirst educational programs to schools and community groups. ThinkFirst chapters are based in medical centers, medical schools, physician practices, and other health organizations, such as Brain or Spinal Cord Injury Associations.

Each chapter is required to have a sponsoring licensed physician. The sponsoring physician is responsible for advocating for the ThinkFirst chapter and the importance of the educational programs to garner funding and support for the chapter from his/her medical center, other local physicians, health professionals, and the community. It is also the sponsoring physician's role to promote ThinkFirst and injury prevention in general to the community.

The actual day-to-day operation of the chapter and administration of the programs is generally conducted by a nurse, physical therapist, occupational therapist, health educator, or other employee designated as the chapter director. Depending on the program's goals, this can be a part-time coordinator position with a limited number of schools visited each year, or a full-time position responsible for conducting many school presentations throughout a community, county or region.

The cost of operating a chapter varies, depending on chapter activity. Major expenses include the salary of the injury prevention coordinator (referred to as the chapter director), speaker fees, and initial equipment investment (e.g., DVDs, spine and skull models). Ideally the sponsoring medical center provides for salary, office needs, program materials and fees. Otherwise, funding will need to be secured through other means, such as grants, donations or fundraising events.

### **The following steps are suggested to establish a Chapter:**

1. Learn about chapters that may already be underway locally by going to the ["Find a Chapter"](#) link on our website.
2. If no local chapter is available, try to enlist local support for establishing a chapter. The ThinkFirst Foundation can provide advice on initiating a chapter. They can also provide the contact information of your state chapter director for further help and advice.
3. Identify a person to serve as chapter director.
4. Submit the ThinkFirst Chapter Application, resumes/CV's, and the \$1,500.00 application fee to the ThinkFirst Foundation. Fee includes application, training, and new chapter materials.
5. You will be notified of available training options that are held online, at your site (some expenses may be required), at a training site or in conjunction with a ThinkFirst or other medical conference. Chapter training is a one day course that includes instruction on chapter development, program implementation, evaluation and more, presented by a qualified trainer.

The Chapter Director Guidebook is provided on our website; login will be provided after training. The following program materials will be shipped to you following your scheduled training:

- One ThinkFirst For Kids package including curriculum, "Street Smart" DVD, posters & comics
- One ThinkFirst For Youth curriculum binder for grades 4-5 and 6-8, including Handouts CD for each
- One ThinkFirst For Teens "Think About Your Choices" Chapter Presenter's Collection DVD
- One ThinkFirst For Teens Power Point CD with suggested script
- One VIP Speaker Training Program DVD
- One ThinkFirst 1G Flash Drive with our logos, "About ThinkFirst" PowerPoint, and room for your presentations.

Additional public and "chapter only" products are available for purchase through the ThinkFirst website. For further information, or to start a chapter, please contact the ThinkFirst National Injury Prevention Foundation: [thinkfirst@thinkfirst.org](mailto:thinkfirst@thinkfirst.org)