



*Canadian Association  
of Critical Care Nurses*

## **Chapter Reporting Requirements**

<b>Date Due Annually</b>	<b>Report Required</b>	<b>Date From</b>	<b>Date To</b>
<b>July 31</b>	<b>Chapter First Quarter (Q1) Financial Report</b>	April 01	June 30
<b>October 31</b>	<b>Chapter Second Quarter (Q2) Financial Report</b>	July 01	September 30
<b>January 31</b>	<b>Chapter Third Quarter (Q3) Financial Report</b>	October 01	December 31
<b>April 30</b>	<b>Chapter Fourth Quarter (Q4) Financial Report</b>	January 01	March 31
<b>April 30</b>	<b>Chapter Annual Financial Report (Q1 – Q4)</b>	April 01	March 31
<b>April 30</b>	<b>Chapter Annual Written Report Fiscal Year</b>	April 01	March 31

Please email your reports to:

[\*\*caccn@caccn.ca\*\*](mailto:caccn@caccn.ca)