

**Hanford Community Medical Center  
Central Valley General Hospital**

**Application and Annual Summary Report of Activity**  
*Utilize specific project forms for record keeping*

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

Renewal  Advancement

Home Department CVGH  HCMC  KOC

POINTS/ CATEGORY: (Please circle) RN III 75 points RN IV 150 points LVN 60 points LVN III 120 points

**\*items indicate RN Clinical Ladder opportunity only**

**Qualifying Criteria – met 100%**

Y met – to be filled out by director.

- 2 years full time in an Acute Care or Home Health Setting \_\_\_\_\_
- (Exception: 1 yr as RN and 2 yrs as LVN in acute setting). \_\_\_\_\_
- Must be budgeted for and work at least 40 hours a pay period. \_\_\_\_\_
- To maintain status, 500 hours/year or more minimum. \_\_\_\_\_
- Performance appraisal of  $\geq 2.76$  and no “unacceptable” ratings. \_\_\_\_\_
- Mandatories are completed in time frame assigned. \_\_\_\_\_
- Director approval of application. \_\_\_\_\_
- No incident of counseling greater than 1 within last 12 months. \_\_\_\_\_
- No less than fully satisfactorily on all Customer Relations indicators. \_\_\_\_\_

CATEGORY		Points Per Type	My Total	Point total for this category	Max RN III	Max RN IV	Max LVN II	Max LVN III
Requires statements of value to clinical practice	<p><b>DEVELOPMENT OF SELF</b></p> <ul style="list-style-type: none"> <li>-Certifications (eg, ACLS, PALS)</li> <li>*National certifications (specialty)</li> <li>-Continuing education/ CEUs (1 semester college credit=15 contact hrs; 1 quarter college credit=10 contact hrs)</li> <li>-Degree</li> </ul>	<p>5 pts ea/ 10 pts max 20 pts 2 pts/ 5 contact hrs BSN-10, MSN-20</p>			20 pts	60 pts	30 pts	60 pts
Requires link to improvement or change in unit procedures, process, pt outcomes	<p><b>DEVELOPMENT OF OTHERS</b></p> <ul style="list-style-type: none"> <li>- Inservice/ skills lab development</li> <li>- Inservice</li> <li>- Inservice/ instructing for CEUs</li> <li>- Skills lab</li> <li>- Precepting—requires orientee feedback; includes RN leadership student</li> </ul>	<p>5 pts/ 1<sup>st</sup> class/ lab 2 pts/ repeat topic 10 pts/ class 1 pt/ 2 hrs 1 pt/ 2-hr precept.</p>			30 pts	60 pts	24 pts	48 pts

CATEGORY		Points Per Type	My Total	Point total for this category	Max RN III	Max RN IV	Max LVN II	Max LVN III
<div style="border: 1px solid black; width: 50px; height: 50px; display: inline-block; vertical-align: top;"></div> <p><b>COMMITMENT TO PATIENT CARE NEEDS</b></p> <ul style="list-style-type: none"> <li>- Years of service in Adventist Health</li> <li>* Charge nurse in absence of regular clinical manager</li> <li>- Floats</li> <li>- Cross trained/ competent (In order to get points for being cross trained must work at least 1 time per month in unit.)</li> <li>- Resource specialist</li> </ul>	<p>1 pt/ yr 1 pt/ event 2 pts per actual shift floated 5 pts/ unit  1 pt/ utilized occur.</p>			20 pts	40 pts	20 pts	36 pts	
<div style="border: 1px solid black; padding: 5px;"> <p>Presentations must include link to improvement --change in own or others' practice</p> </div> <p><b>IMPROVEMENT OF PATIENT CARE</b></p> <ul style="list-style-type: none"> <li>*Multidisciplinary conference</li> <li>*Health care education</li> <li>-Patient case study</li> <li>-Clinical exemplar</li> <li>-Peer review/ chart audit (with feedback for improvement)</li> </ul>	<p>5 pts 1-50 hrs--5 pts; &gt;50 hrs--10 pts 5 pts 10 pts 2 pts/ hr</p>			20 pts	40 pts	16 pts	32 pts	
<div style="border: 1px solid black; padding: 5px;"> <p>Requires link to improvement or change in unit procedures, process</p> </div> <p><b>IMPROVEMENT OF UNIT OR ORGANIZATION</b></p> <ul style="list-style-type: none"> <li>-Community service/ project</li> <li>-Hospital committees-task force/ functional team</li> <li>-Unit schedule responsibility</li> <li>-Resource-savings idea/ implementation</li> </ul>	<p>1 pt/ hr (10 max) 1 pt/ hour 1 pt/ hr (10 max) 3 pts</p>			30 pts	60 pts	24 pts	48 pts	
<div style="border: 1px solid black; padding: 5px;"> <p>Projects, articles and memberships must include link to improvement in process outcomes.</p> </div> <p><b>ADVANCEMENT OF NURSING/ RESEARCH/ PERFORMANCE IMPROVEMENT</b></p> <ul style="list-style-type: none"> <li>-Review &amp; present synopsis of journal article</li> <li>*Present research findings on pre-approved topic</li> <li>*Evidence-based policy/procedure/pathway/ module development/ revision and implementation/ outcome</li> <li>-Hospital/ unit-based PI project--workgroup</li> <li>-Publish (attach publication)</li> <li>-Professional organization membership (attach evidence)</li> <li>-Officer of professional organization (attach evidence)</li> </ul>	<p>2 pts/ report (6 max) 2 pts/ topic (6 max) 5 pts each  5 pts/ project 20 pts article published 2 pts/ membership 10 pts officer</p>			30 pts	60 pts	20 pts	44 pts	

Point  
Total \_\_\_\_\_

Director signature – Approval \_\_\_\_\_