

1. Instructions

PURPOSE:

The Annual Report, prepared and submitted by the Nurse Support Program I (NSP-I) coordinator at each hospital facility, will provide the HSCRC with a clear picture of how the funded nursing program is currently operating and highlight best practices in recruiting and retaining bedside nurses. The annual report is intended to inform the HSCRC Review Committee and the Commissioners of program activities during the Fiscal Year 2011 (July 1, 2010 – June 30, 2011).

DIRECTIONS:

Complete all sections related to your Nursing Support-funded programs. To complete the Program Data & Nurse Staffing Data portions of the Annual Report form, use data from Fiscal Year 2011 (July 1, 2010 – June 30, 2011).

Completed Annual Reports are due on 11/21/11.

If you have any question, please contact Oscar Ibarra, Chief, Information Management and Program Administration, at 410-764-2566.

2. Contact Information

Enter the contact information of the hospital that applied for NSP I funding for FY 2011. If the hospital is part of a health system, each hospital in the health system must submit an Annual Report separately.

1. Sponsoring Hospital

Hospital Name:	<input type="text"/>
Address:	<input type="text"/>
Address 2:	<input type="text"/>
City/Town:	<input type="text"/>
State:	<input type="text"/>
ZIP/Postal Code:	<input type="text"/>

2. Hospital Website:

3. Nurse Support Program Coordinator:

Name:	<input type="text"/>
Email Address:	<input type="text"/>
Phone Number:	<input type="text"/>

4. Chief Financial Officer

Name:	<input type="text"/>
Email Address:	<input type="text"/>
Phone Number:	<input type="text"/>

3. Changes in Program

5. Please describe any changes that may have occurred to your program during FY 2011 that differs from the original application. If no changes were made please type "NA".

6. Has there been any change to the NSP 1 coordinator in FY 2011? If no changes were made please type "NA"

4. Program Data

Complete all sections that applied to your project/program in FY 2011. Check the program type(s) that describe your project/program.

5. Educational Attainment

The Educational Attainment category includes all initiatives involving improved educational qualifications for nurses (RNs and LPNs) as well as initiatives to produce more nurses. All programs providing tuition, stipends, or release time for pursuit of additional academic education or professional certification apply under this category.

7. Did your NSP 1 supported program include elements from the "Educational Attainment" category in FY 2011?

Yes

No

6. Educational Attainment

8. Did your NSP 1 supported program provide scholarships to nursing students in FY 2011?

Note: An intern/extern may be defined as an early or advanced student or graduate nurse, paid or unpaid, gaining supervised, practical experience (and not counted as regular nursing staff).

Yes

No

7. Educational Attainment

9. If your NSP 1 funded program did offer scholarships, please provide the following information for FY 2011.

Do not leave any question unanswered. Enter "0" for questions that do not apply. Enter whole numbers with no special characters (\$ or ,)

Dollar amount of new scholarships awarded, funded with NSP 1 grant: \$

Dollar amount of continuing scholarships (for existing recipients) funded with NSP 1 grant: \$

8. Educational Attainment

10. Did your NSP 1 funded program offer internships/externships to nursing students in FY 2011?

Note: An intern/extern may be defined as an early or advanced student or graduate nurse, paid or unpaid, gaining supervised, practical experience (and not counted as regular nursing staff).

Yes

No

9. Educational Attainment

11. Did your NSP 1 funded program provide scholarships or tuition reimbursement for nursing degree attainment (Associates, Bachelors, Masters, or Doctorate) to staff at your hospital in FY 2011?

- Yes
- No

10. Educational Attainment

12. If your NSP 1 funded program provided scholarships or tuition reimbursement for nursing degree attainment (Associates, Bachelors, Masters, or Doctorate), please provide the following information for FY 2011.

Do not leave any question missing. Enter "0" for questions that do not apply. Enter whole numbers with no special characters (\$ or ,)

Dollar amount of new scholarships/tuition reimbursement awarded, funded by NSP 1 grant:

Dollar amount of continuing scholarships/tuition reimbursements(from existing recipients) funded by NSP 1 grant:

11. Educational Attainment

13. Did your NSP 1 funded program provide professional/ specialty certification support to nursing staff at your hospital in FY 2011?

This does not include technical certification (ie: ACLS or ELS)

Yes

No

12. Educational Attainment

14. If your NSP 1 funded program provided professional/ specialty certification support to nursing staff at your hospital, then provide the following information for FY 2011.

Do not leave any question missing. Enter "0" for questions that do not apply. Enter whole numbers with no special characters (\$ or ,).

Number of nursing staff pursuing professional certifications in FY 2011 through NSP 1 funded program:

Number of nursing staff who have completed professional certifications in FY 2011 through NSP 1 funded program:

Total number of professional certifications acquired by staff in FY 2011 through NSP 1 funded programs:

15. If your NSP 1 funded program provided professional/ specialty certification support to nursing staff at your hospital, then list all professional certification types offered in FY 2011.

13. Educational Attainment

16. Did your NSP 1 funded program support a collaborative agreement with a school of nursing to provide on sight advanced nursing degree programs to staff at your hospital in FY 2011?

Yes

No

14. Educational Attainment

17. If your NSP 1 funded program offered internally run educational nursing programs held on site, such as nursing completion programs(Bachelors, Masters, or Doctoral) to staff at your hospital, provide the following information for FY 2011.

Do not leave an answer blank Enter "0" for questions that do not apply. Enter whole numbers with no special characters (\$ or ,).

Number of Bachelor's degrees completed in FY 2011 through NSP 1 funded, internally run educational nursing program:

Number of Master's degrees completed in FY 2011 through NSP 1 funded, internally run educational nursing program:

Number of Doctorate degrees completed in FY 2011 through NSP 1 funded, internally run educational nursing program:

15. Educational Attainment

18. Did your NSP 1 funded program offer faculty exchange or Scholar-in-Residence opportunities to nursing staff at your hospital in FY 2011?

- Yes
- No

16. Educational Attainment

19. If your NSP 1 funded program offered faculty exchange or Scholar-in-Residence opportunities to nursing staff at your hospital, provide the following information for FY 2011.

Do not leave any question blank. Enter "0" for questions that do not apply. Enter whole numbers with no special characters (\$ or ,).

Number of nursing staff working as faculty in an NSP 1 funded faculty exchange or Scholar-In- Residence program in FY 2011:

Number of off-site nursing school faculty working in-house at your institution in an NSP 1 funded faculty exchange or Scholar-In- Residence program in FY 2011:

17. Educational Attainment

20. Are any NSP 1 funds for educational attainment supporting students who are also supported by the NSP II Program?

Nursing Support Program I (NSP I): Program administered by Maryland Health Services Cost Review Commission. NSP I encourages hospital-based programs aimed at addressing the short and long term nursing shortage impacting Maryland hospitals.

Program results in a variety of initiatives such as:

- Student nurse scholarships**
- Internship programs**
- Mentoring programs**
- High school outreach**
- International recruitment**
- Retention initiatives**

Nursing Support Program II (NSP II): Program administered jointly by the Maryland Higher Education Commission and the Maryland Health Services Cost Review Commission. The goal of NSP II is to increase the number of bedside nurses in Maryland hospitals. NSP II focuses on expanding the capacity to educate nurses and, therefore, concentrates on the nursing educational system, including schools offering nursing programs and hospitals.

Under the Nurse Support Program II, funding supports two types of initiatives:

- 1. Competitive Institutional Grants**
- 2. Statewide Initiatives**

Yes

No

18. Educational Attainment

21. If any NSP 1 funds for educational attainment are supporting students who are also supported by the NSP II Program, provide the following information for FY 2011.

Do not leave any question blank. Enter "0" for questions that do not apply. Enter whole numbers with no special character(\$ or ,)

Best estimation of number of students in NSP I funded educational attainment programs who are also supported by NSP II.

Best estimation of the of total NSP I funds going towards supporting nurses in education attainment programs who are also supported by NSP II.

22. Please describe the overlap, if any, of NSP I and NSP II funded programs within your nursing system. If no overlaps in funding have occurred answer "NA".

19. Nurse Retention & Recruitment

The Nurse Retention & Recruitment category applies to all initiatives involving retention of nurses, such as mentoring, internships (or extended orientations), residencies, and other support for new graduates and new hires as well as all initiatives involving recruitment including nurse shadowing programs, externships, and summer employment for nursing students. These initiatives are for both current and prospective nurses and nursing students. International recruitment of nurses is not encouraged as a primary strategy.

23. Did your NSP I funded program include elements from the "Nurse Retention & Recruitment" category as described above for FY 2011?

Yes

No

20. Nurse Retention & Recruitment

24. Did your NSP I funded program offer a mentor program for newly hired nursing staff at your hospital in FY 2011?

For the purpose of this report, a mentor is an assigned or chosen staff member whose purpose is to provide long-term professional guidance and support to the nurse.

Yes

No

21. Nurse Retention & Recruitment

25. If your NSP I funded program offered a mentor program for newly hired nursing staff at your hospital, provide the following information for FY 2011.

Number of newly hired nurses/new nurse graduates in NSP 1 funded mentorship program in FY 2011:

Number of mentors (new & existing) in NSP 1 funded mentorship program in FY 2011:

26. If your NSP I funded program offered a mentor program for newly hired nursing staff at your hospital, how long is a mentor assigned for the NSP I funded mentorship program in FY2011 (Check only one)

- | | |
|--|--|
| <input type="checkbox"/> Less than 1 Month | <input type="checkbox"/> 9-12 Months |
| <input type="checkbox"/> 1-3 Months | <input type="checkbox"/> Over 12 Months |
| <input type="checkbox"/> 3-6 Months | <input type="checkbox"/> Offered Mentorships of Varying Length |
| <input type="checkbox"/> 6-9 Months | |

27. If your NSP I funded program offered mentorships of varying length please list the mentorships and their respective durations. If question is not applicable answer "NA"

22. Nurse Retention & Recruitment

28. Did your NSP I funded program offer a preceptor program for newly hired nursing staff at your hospital in FY 2011?

For the purpose of this report, a preceptor is defined as an assigned staff member whose purpose is to provide orientation in the hospital/unit policies, procedures, and/or provide clinical training in specific areas for a short duration.

Yes

No

23. Nurse Retention & Recruitment

29. If your NSP I funded program offered a preceptor program for newly hired nursing staff at your hospital, provide the following information for FY 2011.

Number of newly hired nurses/new nurse graduates in NSP I funded preceptor program in FY 2011:

Number of preceptors (new & existing) in NSP I funded preceptor program in FY 2011:

30. If your NSP I funded program offered a preceptor program for newly hired nursing staff at your hospital, how long is a preceptor assigned to a new nurse in FY2011 (Check only one)

Less than 1 Month

9-12 Months

1-3 Months

Over 12 Months

3-6 Months

Offered Preceptorships of Varying Length

31. If your NSP I funded program offered preceptorships of varying length please list the preceptorships and their respective duration. If question is not applicable answer "NA"

24. Nurse Retention & Recruitment

32. Did your NSP I funded program offer a residency program for hard-to-fill positions or specialties for nursing staff at your hospital in FY 2011?

For the purpose of this survey, "hard-to-fill" positions are defined as those areas that are difficult to recruit for or an area that has much turnover.

Yes

No

25. Nurse Retention & Recruitment

33. If your NSP I funded program offered a residency program for hard-to-fill positions or specialties for nursing staff at your hospital, provide the following information for FY 2011.

Enter whole numbers with no special characters (\$ or ,)

Number of staff nurses in NSP I funded residency program for hard-to-fill positions in FY 2011:

Number of newly graduated staff nurses(graduated less than a year before starting residency) in NSP 1 funded residency program for hard-to-fill positions in FY 2011:

26. Nurse Retention & Recruitment

34. In FY 2011, Did your NSP I funded program recruit nurses who had previously left the field?

- Yes
- No or Not Collected

27. Nurse Retention & Recruitment

35. If your NSP I funded program recruited nurses who had previously left the field, provide the following information for FY11. Enter whole numbers with no special characters (\$ or ,).

Number of nursing staff who were recruited back into service after an absence (from clinical practice) of 1 or more years:

Number of nursing staff who were recruited back into service in FY 2011 after an absence (from clinical practice) of 5 or more years:

28. Improved Nursing Environment

The Improved Nursing Environment category applies to all initiatives to improve nurse practice environment including working on or achieving Magnet Designation, shared governance, and other initiatives to improve nurse practice environment.

For those healthcare organizations who do not plan, at this time, to work on achieving Magnet Designation, projects related to the components of Magnet Designation, or "Magnet Model" such as implementation of professional standards of nursing practice, a nursing quality indicator program, or applied nursing research, are included in this category.

36. Did your NSP I funded program include elements from the "Improved Nurse Practice Environment" category as described above in FY11?

- Yes
- No

29.

37. Does your hospital currently have Magnet Designation?

Yes

No

30. Improved Nursing Environment

38. If your hospital currently has Magnet Designation, provide the following information for FY 2011 regarding your hospital's Magnet Designation.

Date received Magnet / /
Designation
(mm/dd/yyyy)

39. Is your hospital working to maintain Magnet Designation?

Yes

No

40. Please describe completed and ongoing projects related to maintaining Magnet Designation that your hospital undertook in FY 2011.

31. Improved Nursing Environment

41. Is your hospital working to achieve Magnet Designation as a part of the NSP I program in FY 2011?

- Yes
- No

42. Has your hospital submitted any documents to the ANCC Magnet Recognition Program?

- Yes
- No

43. Please describe where your hospital is within the Magnet Appraisal Process. What steps has your hospital taken towards achieving Magnet Designation? What steps remain?



33. Improved Nursing Environment

44. If your institution is currently not working to achieve Magnet Designation, what other initiatives, as part of the NSP I, were implemented in FY 2011 to improve the nurse practice environment (check all that apply).

- Joint/Shared Governance
- Applied nursing research
- Implementation of evidenced-based or professional standards of nursing practice
- New approaches to staffing, scheduling and allocation of patient care resources
- Implementation of nursing quality indicators program
- Other (Please describe below- 1000 characters max)



34. Improved Nursing Environment

45. If your NSP I supported program has implemented joint/ shared governance, please describe below (1000 characters max).

If this question does not apply to your program/project, indicate "N/A".

46. If your NSP I supported program has implemented evidenced-based or professional standards of nursing practice, please describe below (1000 characters max).

If this question does not apply to your program/project, indicate "N/A".

47. If your NSP I supported program has implemented nursing quality indicators, please describe below (1000 characters max).

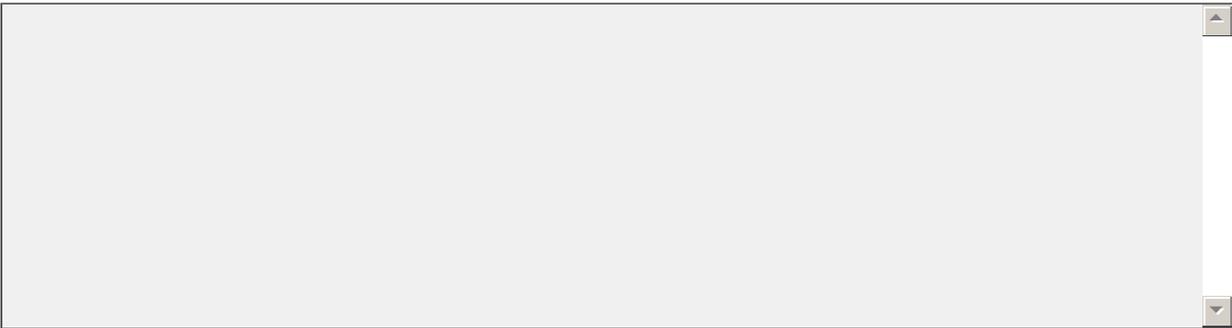
If this question does not apply to your program/project, indicate "N/A".

48. If your program has implemented applied nursing research projects, please describe below (1000 characters max). If this question does not apply to your program/project, indicate "N/A".



49. If your program has implemented new approaches to staffing scheduling and allocation of patient care resources, please describe below (1000 characters max).

If this question does not apply to your program/project, indicate "N/A".



35. FY07-FY11 NSP I Data

The NSP I program is coming up for renewal. The following section will ask you questions about NSP I over the past five years. The responses provided will be considered during the review and renewal process, so please answer the questions to the best of your ability.

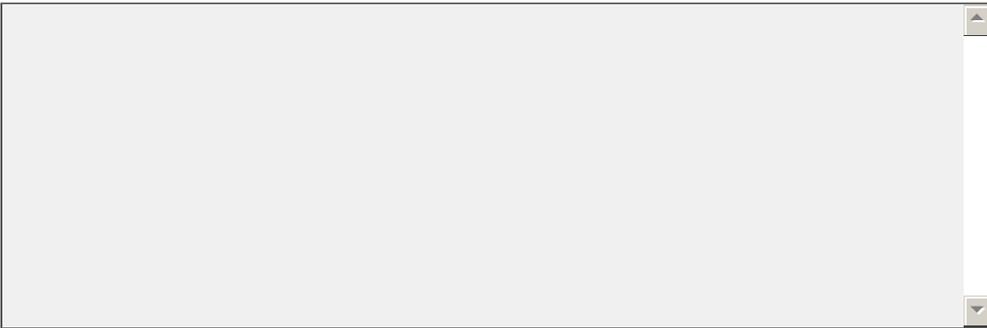
36. FY07-FY11 Data

This section of the survey will address NSP I funded programs over the past 5 fiscal years.

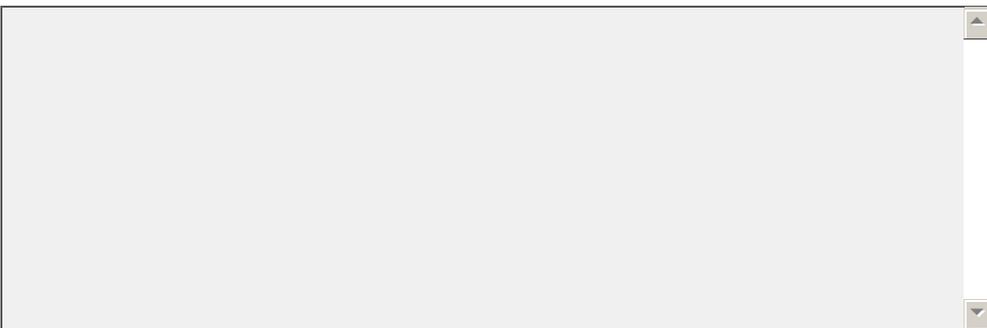
50. Please summarize the impact that NSP I has had on the nursing staff at your hospital between FY 2007-FY 2011.

A large, empty rectangular text input area with a vertical scrollbar on the right side, intended for summarizing the impact of NSP I on nursing staff.

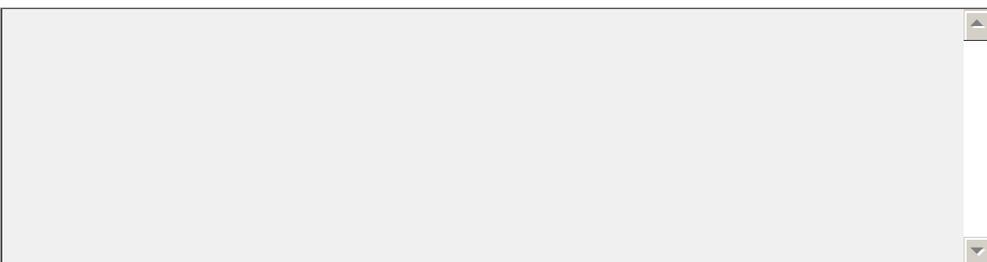
51. Which portions of your NSP I funded programs have been most effective in retaining and recruiting nursing staff to your hospital between FY2007-FY2011?

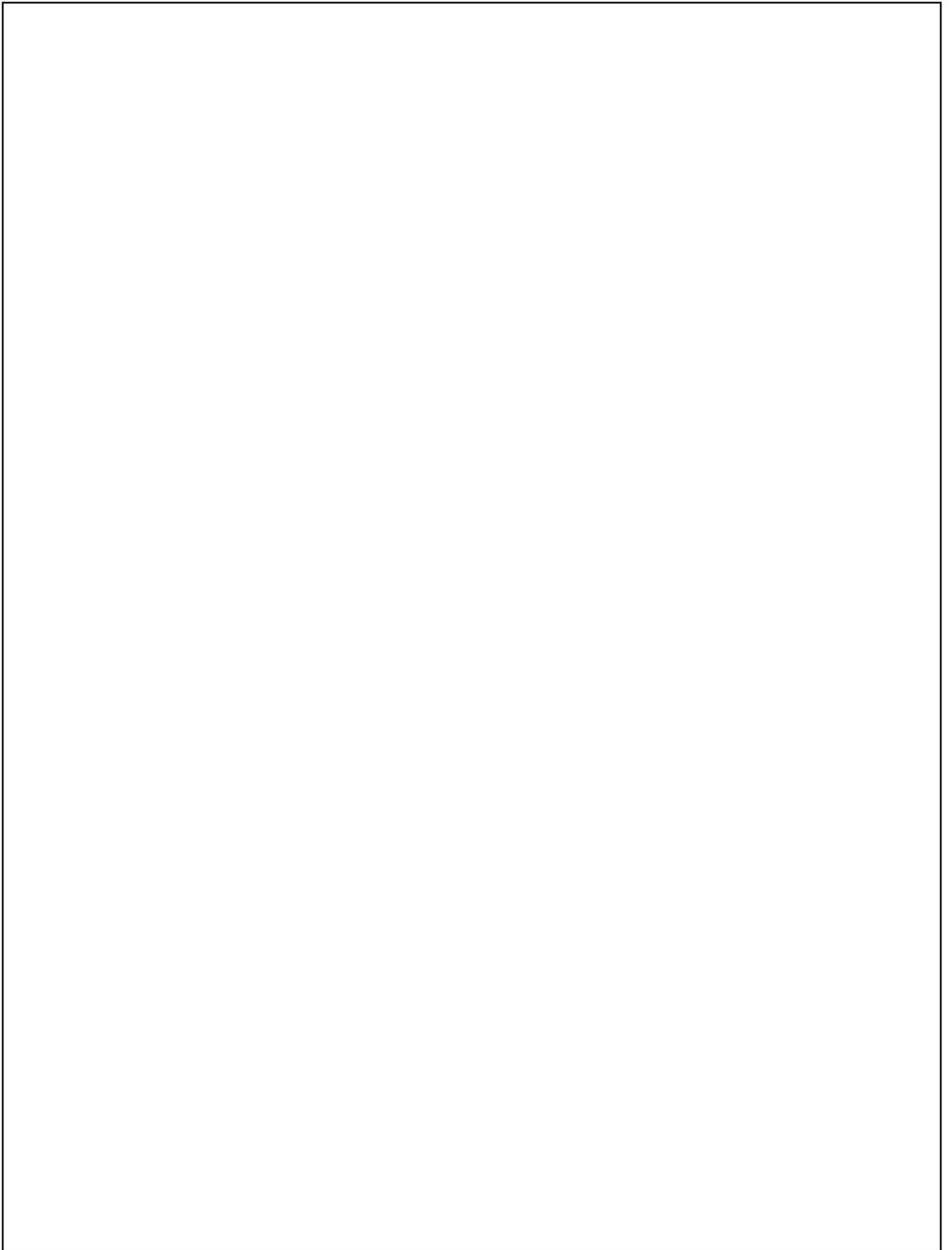
A large, empty rectangular text input area with a vertical scrollbar on the right side, intended for identifying effective portions of NSP I programs.

52. List some of your greatest challenges in recruiting and retaining nursing staff and how NSP I has addressed or not addressed those challenges between FY 2007-FY 2011.

A large, empty rectangular text input area with a vertical scrollbar on the right side, intended for listing challenges and how NSP I addressed them.

53. Please list the nursing staff positions that have been consistently the most difficult to recruit and retain staff for between FY 2007-FY 2011.

A large, empty rectangular text input area with a vertical scrollbar on the right side, intended for listing difficult nursing staff positions.



37. Survey Complete

Thank you for completing the NSP I FY 2011 Survey with FY 2007-FY 2011 Addendum. In addition to this, please complete the attached NSP I Excel Numerical Data Addendum for FY 2007- FY 2011.