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 activties during the Fiscal Year 2012 (July 1, 2011 – June 30, 2012).

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 2012 (July 1, 2011 – June 30, 2012).

Completed Annual Reports are due on December 21, 2012.

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 2012. 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:

Address:

Address 2:

City/Town:

State:

ZIP/Postal Code:

2. Nurse Support Program Coordinator:

Name:

Email Address:

Phone Number:

3. Chief Financial Officer

Name:

Email Address:

Phone Number:

3. 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.

4. Did your NSP 1 supported program include elements from the "Educational Attainment" category in FY 2012?

- ◯ Yes
- ◯ No

4. Educational Attainment

5. Did your NSP 1 supported program provide scholarships to nursing students in FY 2012?

- ◯ Yes
- ◯ No

5. Educational Attainment

6. If your NSP 1 funded program offered scholarships to nursing students, please provide the following information for FY 2012.

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

Total dollar amount of scholarships awarded, funded with NSP 1 grant: $

6. Educational Attainment

7. Did your NSP 1 funded program provide scholarships or tuition reimbursement for advanced nursing degree attainment (Masters or Doctorate) to nurses at your hospital in FY 2012?

- ◯ Yes
- ◯ No

7. Educational Attainment

8. If your NSP 1 funded program provided scholarships or tuition reimbursement to nurses for advanced nursing degree attainment (Masters or Doctorate), please provide the following information for FY 2012.

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

Total dollar amount of scholarships/tuition reimbursement awarded, funded by NSP 1 grant:

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

8. Educational Attainment

9. Did your NSP 1 funded program provide professional/ specialty certification support to nurses at your hospital in FY 2012?

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

- ◯ Yes
- ◯ No

9. Educational Attainment

10. If your NSP 1 funded program provided professional/ specialty certification support to nurses at your hospital, then provide the following information for FY 2012.

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

Total number of nurses pursuing professional certifications in FY 2012 through NSP 1 funded program:	
Total number of nurses who have completed professional certifications in FY 2012 through NSP 1 funded program:	
Total number of professional certifications acquired by nurses in FY 2012 through NSP 1 funded programs:	

10. Educational Attainment

11. 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".

11. 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.

12. Did your NSP 1 supported program include elements from the "Nurse Retention & Recruitment" category in FY 2012?

- ◯ Yes
- ◯ No

12. Nurse Retention & Recruitment

13. Did your NSP I funded program offer a mentor program for newly hired nurses at your hospital in FY 2012?

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

13. Nurse Retention & Recruitment

14. If your NSP I funded program offered a mentor program for newly hired nurses at your hospital, provide the following information for FY 2012.

Number of newly hired nurses in NSP 1 funded mentorship program in FY 2012: ☐

Number of mentors (new & existing) in NSP 1 funded mentorship program in FY 2012: ☐

15. If your NSP I funded program offered a mentor program for newly hired nurses at your hospital, how long is a mentor assigned for the NSP I funded mentorship program in FY2012 (Check only one)

- ☐ Less than 1 Month
- ☐ 1-3 Months
- ☐ 3-6 Months
- ☐ 6-9 Months
- ☐ 9-12 Months
- ☐ Over 12 Months
- ☐ Offered Mentorships of Varying Length

14. Nurse Retention & Recruitment

16. If your NSP I funded program offered mentorships of varying length please list the mentorships and their respective durations.

15. Nurse Retention & Recruitment

17. Did your NSP I funded program offer a preceptor program for newly hired nurses at your hospital in FY 2012?

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

16. Nurse Retention & Recruitment

18. If your NSP I funded program offered a preceptor program for newly hired nurses at your hospital, provide the following information for FY 2012.

Number of newly hired nurses in NSP I funded preceptor program in FY 2012: [ ]

Number of preceptors (new & exisisting) in NSP I funded preceptor program in FY 2012: [ ]

19. If your NSP I funded program offered a preceptor program for newly hired nurses at your hospital, how long is a preceptor assigned to a new nurse in FY2012 (Check only one)

- [ ] Less than 1 Month
- [ ] 1-3 Months
- [ ] 3-6 Months
- [ ] 9-12 Months
- [ ] Over 12 Months
- [ ] Offered Preceptiorships of Varying Length

17. Nurse Retention & Recruitment

20. If your NSP I funded program offered preceptorships of varying length please list the preceptorships and their respective duration.

18. 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.

21. Did your NSP I funded program include elements from the "Improved Nurse Practice Environment" category as described above in FY12?

- ◯ Yes
- ◯ No

19. Improved Nursing Environment

22. Does your hospital currently have Magnet Designation?

- ◯ Yes
- ◯ No

20. Improved Nursing Environment

23. If your hospital received Magnet Designation, please indicate the date.

	MM	DD	YYYY
Date received Magnet Status (mm/dd/yyyy)	/	/	

21. Improved Nursing Environment

24. Is your hospital working to achieve Magnet Designation as a part of the NSP I program in FY 2012? Do not include activities relating to the pursuit of ANCC Pathway to Excellence.

- ◯ Yes
- ◯ No

22. Improved Nursing Environment

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

23. Improved Nursing Environment

26. Is your hospital pursuing ANCC Pathways to Excellence?

- ◯ Yes
- ◯ No

24. Improved Nursing Environment

27. Please describe where your hospital is within the Pathway to Excellence process. What steps has your hospital taken towards achieving Pathway to Excellence Designation? What steps remain?

25. Improved Nursing Environment

28. What other initiatives, as part of the NSP I, were implemented in FY 2012 to improve the nurse practice environment (check all that apply).

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

26. Improved Nursing Environment

29. 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".

30. 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".

31. 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".

32. 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".

33. 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".

27. Survey Complete

Thank you for completing the NSP I FY 2012 Annual Report.