

**New Jersey State School Nurses Association
Excellence in School Nursing Award
Nomination Form**

INSTRUCTIONS:

1. Review the attached criteria, eligibility, and submission process prior to preparing the nomination portfolio.
2. Complete this nomination form and send electronically, with supporting documents to Marie Sasso, Executive Director at njssnaexecutivedirector@gmail.com. Attach the documents and photo to the email. You may scan the documents to send electronically.
3. The **submission deadline is midnight EST on January 21, 2019**. After emailing the nomination portfolio to the Executive Director, it is recommended to also send a separate email without any attachments as a follow-up. The Executive Director will confirm receipt of the portfolio within 48 hours.

Candidate and credentials _____

NASN Member # _____

Home Address _____

Phone Number (Cell) _____ (Work) _____

Email Address (Private) _____ (Work) _____

Employer's Name _____

Employer's Address _____

Present Position _____

Number of years in present position _____

Number of years in school nursing _____

Grade levels served in present position _____

Number of students served _____

Educational Preparation (include schools attended for RN, BSN, MSN, Doctorate and Certification)

Position full-time	YES	NO
Provides at least 50% direct nursing care in practice	YES	NO
NJ Certified School Nurse	YES	NO
NJSSNA/NASN Member current and previous two years	YES	NO
Member of NASN, current and previous two years	YES	NO

Nomination submitted by _____ County _____

Address: _____

Phone (Cell) _____ (Work) _____

Date Submitted: _____

The decision of the Committee is final and not open to appeal.

**New Jersey State School Nurses Association
Guidelines and Criteria
Excellence in School Nursing Award**

Purpose:

The NJ Excellence in School Nursing Award is presented annually to publicly recognize and honor a practicing certified school nurse for outstanding contributions to the specialty practice of school nursing.

Eligibility:

- A. Nominee must be:
 1. A NJ certified school nurse.
 2. A member of NJSSNA/NASN currently and for the two preceding years.
- B. Nominee must have five years experience as a school nurse and currently practicing full-time as a school nurse. More than 50% of the nominee's time must be spent in direct care.
- C. Nominee may not be on the NJSSNA Executive Board or be an officer of NASN at the time of nomination.
- D. Evidence of excellence in school nursing practice must be based on *Scope and Standards of Professional School Nursing Practice* (National Association of School Nurses and American Nurses Association, 2011).

Standards of School Nursing Practice 1-6: Assessment; Diagnosis; Outcomes Identification; Planning; Implementation; Evaluation

Standards of Professional Performance 7-17: Ethics; Education; Evidence-Based Practice and Research; Quality of Practice; Communication; Leadership; Collaboration; Professional Practice Evaluation; Resource Utilization; Environmental Health; Program Management.

Nomination & Submission Process:

Nomination portfolios must be submitted electronically (**See nomination form**). All letters of support and bulleted list, 1 – 5 below, must use 12-point font and one-inch margins in Microsoft Word format.

The nomination portfolio must contain all of the following in the order listed:

1. Nomination Form signed by the nominator and the nominee.
2. A one-page narrative written by the nominator and signed by the nominee describing the nominee's significant contributions to advancing excellence in school nursing practice and leadership in school health.
3. A bulleted list completed by the nominee describing specific evidence of excellence as found in the *Standards of Professional School Nursing Practice* (National Association of School Nurses and American Nurses Association, 2011). Not to exceed three pages.
4. Nominee's signed and typed curriculum vitae limited to personal education, employment, research activities, service related to school nursing, and publication. Not to exceed two pages.
5. Two letters of support or recommendation describing the nominee's specific qualifications for this award. Letters must be from a fellow school nurse, administrator, supervisor, educator, parent, or community leader.
6. Recent digital head and shoulder photograph of nominee (300 dpi/inch in JPEG format). Selected nominee's photograph will be used in the NJSSNA website, other association communications and submitted to NASN for the affiliate Excellence in School Nursing Award.

NJSSNA will reimburse or pay for early-bird conference fee.

Application must be submitted electronically NO LATER THAN midnight on JANUARY 21

Standards of School Nursing Practice 1- 6

1. **Assessment:** The school nurse collects comprehensive data pertinent to the child's health or situation.
2. **Diagnosis:** The school nurse analyzes the assessment data to determine the diagnosis and issues.
3. **Outcomes Identification:** The school nurse identifies expected outcomes for a plan individualized to the client or situation.
4. **Planning:** The school nurse develops a plan that prescribes strategies and alternatives to attain expected outcomes.
5. **Implementation:** The school nurse implements and documents the identified plan using evidence-based interventions and standard language or recognized terminology.
6. **Evaluation:** The school nurse evaluates progress towards attainment of outcomes.

Standards of Professional Performance 7: Ethics: The school nurse practices ethically.

Standards of Professional Performance 8: Education: The school nurse attains knowledge and competency that reflects current nursing practice.

Standards of Professional Performance 9: Evidence-Based Practice and Research: The school nurse integrates evidence and research findings into practice.

Standards of Professional Performance 10: Quality of Practice: The school nurse contributes to quality of nursing practice.

Standards of Professional Performance 11: Communication: The school nurse communicates effectively in a variety of formats in all areas of nursing practice.

Standards of Professional Performance 12: Leadership: The school nurse demonstrates leadership in the professional practice setting and the profession.

Standards of Professional Performance 13: Collaboration: The school nurse collaborates with the healthcare consumer, the family and others in the conduct of nursing practice.

Standards of Professional Performance 14: Professional Practice Evaluation: The school nurse evaluates one's own nursing practice in relation to professional practice standards and guidelines, relevant statutes, rules and regulations.

Standards of Professional Performance 15: Resource Utilization: The school nurse utilizes appropriate resources to plan and provide nursing services that are safe, effective, and financially responsible.

Standards of Professional Performance 16: Environmental Health: The school nurse practices in an environmentally safe and healthy manner.

Standards of Professional Performance 17: Program Management: The school nurse manages School Health Services.