

**HOUSTON INDEPENDENT SCHOOL DISTRICT
SCHOOL NURSE OF THE YEAR NOMINATION FORM**

INSTRUCTIONS:

1. Complete this form
2. Attach supporting documents

Submit original and three (3) copies of nomination folder to:

Health and Medical Services
Attn: Gwen Johnson, Manager
Route 1

Must be submitted no later than Friday, April 18, 2014

Candidate name, credentials and academic degree(s) _____
Home Address _____
Phone Number (Home) _____ (Work) _____
E-mail Address (Home) _____ (Work) _____
School Name _____
School Address _____
Number of years at current campus location _____
Number of years in school nursing _____
Grade levels served at current campus _____
Number of students served _____

Provides direct nursing care Yes No
Registered Nurse, BSN Yes No
NASN/TSNO Member Currently Yes No
Other Professional Organizations

Nomination submitted by _____
Signature _____
Address _____
Phone (Home) _____ (Work) _____
Date Submitted: _____

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

HISD SCHOOL NURSE OF THE YEAR

Purpose: To publicly recognize the contribution of HISD school nurses by honoring a school nurse selected from Elementary and Secondary who demonstrates excellence in school nursing practice and leadership in school health.

Eligibility:

- A. Nominee must be: **A registered professional nurse (RN)** and demonstrate:
 1. Job Knowledge
 2. Positive attitude
 3. Good Communication skills
 4. Initiative and leadership
- 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 to students.
- C. Evidence of excellence in school nursing practice based on Standards of Professional School Nursing Practice. (National Association of School Nurses and American Nurses Association, 2005)
- D. Nominee must present a professional image and appearance.

Procedure for Submission of Application: Must be submitted by April 18, 2014.

- A. Submitted from the individual initiating the nomination:
 1. Complete a nomination form
 2. Write a letter of support and rationale for the nomination.
Refer to Standards of Professional School Nursing Practice to address exceptional qualities. (National Association of School Nurses and American Nurses Association, 2005).
- B. Submitted from the Nominee:
 1. Resume
 2. Power point of no more than ten slides to be considered as part of the application. Include photos of nominee in action with students or other appropriate situations. (Please be sure you have student consent on file at campus for photos).
 3. Narrative describing personal strengths that have contributed to exceptional nursing practice. (150 words or less, 12 font).
 4. Supporting letters of recommendation:
 - Maximum of four (4) letters
 - Letters may be from school nurse peers, administrators, supervisors, teachers, parents, students, or others.
 - Letters should describe specific attributes or examples related to nominee's qualifications for the award.

The **original and 3 copies** must be submitted to Health and Medical Services.

A panel of stakeholders with an interest and/or expertise in school health will serve as judges for the award.