

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

INSTRUCTIONS:

1. Complete this form
2. Attach supporting documents
3. **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 April 17, 2015

Candidate education and nursing credentials _____
Home Address _____
Phone Number (Home) _____ (Work) _____
E-mail Address (Home) _____ (Work) _____
School Name _____
School Address _____
Current Position _____
Number of years at current position _____
Number of years in school nursing _____
Grade levels served in present position _____
Number of students served _____

Provider of direct nursing care Yes No
Registered Nurse Yes No
NASN/TSNO Member Currently Yes No

Other Professional Organizations and Campus Committees

Nomination submitted by _____
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: School nursing is a specialized practice of professional nursing that advances the well-being, academic success and life-long achievement and health of students. This award publicly recognizes 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:
 - a. Evidence of outstanding contribution to school health
 - b. Positive attitude
 - c. Good communication skills
 - d. Initiative and leadership
 - e. professional image and appearance

- 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 and impact on campus goals. (*Five Ways a School Nurse Benefits the School* and *Standards of School Nursing Practice* may serve as a reference).

Procedure for Submission of Application: Must be submitted by April 17, 2015.

- A. Submitted from the individual initiating the nomination:
 1. Complete a nomination form
 2. Write a letter of support and rationale for the nomination that addresses ways in which the nominee:
 - promotes health and safety including a healthy environment;
 - intervenes with actual and potential health problems;
 - provides case management services of students with chronic health conditions;
 - collaborates with others to build student and family capacity to adapt to the school setting.
 - demonstrates cultural awareness

- B. Submitted from the Nominee:
 1. Resume'
 2. Power point of no more than ten slides to be considered as part of the application submitted on a flash drive. Include photos of nominee in action with students or other appropriate situations. (Please be sure that parent consent is on file at campus for photos).
 3. Narrative describing personal strengths that have contributed to exceptional nursing practice. (500 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.

HISD SCHOOL NURSE OF THE YEAR

- 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.

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