

INDIANA STATE EMERGENCY NURSES ASSOCIATION ACHIEVEMENT AWARD CRITERIA

Emergency nurses practice in an environment that has been called permanent whitewater, where constant change, challenge, and crisis are the reality. Amazing stories occur each day and some of these stories may never be acknowledged or written. The ENA achievement awards provide an opportunity to recognize not only exemplary professionals, but also exemplary emergency departments, talented and committed state leaders, and leaders active in the determination of health care policy. Eligibility, requirements, and criteria may vary depending on the award category.

Nomination Process

You will need to complete and submit the required information along with the Nomination Form available on the www.indianaena.org website.

- ***Selection of Award Category***
 - Descriptions, requirements, and criteria vary for each award.
 - Please thoroughly review all of the award descriptions, requirements and criteria to ensure that the award suits the nominee.
 - Individuals may not nominate themselves.

- ***Contact Information - Nominee and Nominator***
 - Contact information for both you and the nominee is required.

- ***Narrative Statements #1 and #2 – limited to 200 words for each criterion***
 - Narrative Statements #1 and #2 must be written by two different people.
 - Each Statement must address each of the required criteria. Each criterion response is limited to a maximum of 200 words.
 - **Statements should use specific examples as to how the nominee meets each criterion listed for the award.** Avoid general statements that are not relevant, such as “he/she is a nice person.”

Curriculum Vitae/Resume Summary

Nominee CV/Resume Summaries are required for most Awards. Behind the Scenes and Media Awards **do not require a CV/Resume Summary.**

- The following information is necessary for the Awards that require a nominee CV/Resume Summary. For those who do not have a current CV/Resume, a resume template is posted on the Indianaena.org website for added convenience.
 - **EDUCATION (Limited to most recent three degrees)**
Year Obtained Degree Type Name of School City, State

 - **EMPLOYMENT (Limited to most recent two positions)**
Timeframe Name of Institution Job Title City, State

 - **LICENSURE (e.g., RN, NP, CNS, etc.)**
Years Valid Licensure Type

 - **CERTIFICATION (e.g., CEN, CPEN, SANE, etc.)**
Years Valid Certification Type

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– **FELLOWSHIP (e.g., FAEN, FAAN, FAANP, etc.)**

Year Inducted Fellowship Type

– **PROFESSIONAL MEMBERSHIP (e.g., ENA, Sigma Theta Tau, etc.)**

Years Valid Name of Organization

– **PUBLICATION (Limited to last five publications)**

Year Published Name of Publication Title of Article

– **PROFESSIONAL PRESENTATION (Limited to last three presentations)**

Year Presented Topic City, State

Submission

- Complete all required fields and submit the nomination form.
- You will receive an email indicating receipt of the nomination form within 48 hours of submission.
 - If an email is not received, contact the State Awards Chair (information located on the www.indianaena.org website)

Deadline

- The deadline to submit nominations and any additional required documentation is October 31 of the current year.
- Completed nomination forms must be submitted by the deadline. Extensions are not granted and late nominations will not be accepted.

Notification

Nominators and nominees will be notified via email by mid-November of the Awards Committee's decision.

Awards Presentation

Award recipients will be recognized at the Indiana ENA Holiday Meeting in December.

All award nominees should show alignment with the Indiana State ENA mission and values as stated below.

Indiana ENA's Mission and Vision Statement

The mission of the Indiana State Council Emergency Nurses Association is to advocate for patient safety and excellence in emergency nursing practice. The Indiana State Council of the Emergency Nurses Association defines the future of emergency nursing and emergency care in knowledge, expertise, and innovation.

Annual Indiana State ENA Achievement Award Criteria

Team Award

This award recognizes a group or committee that has made a significant contribution toward achieving ENA's mission through the development of a sustainable project or program.

ENA's Mission Statement:

The mission of the Emergency Nurses Association is to advocate for patient safety and excellence in emergency nursing practice.

ENA's strategic initiatives include four priority areas: 1) advancing emergency care at home and abroad; 2) advocating for a culture of safe practice and safe care; 3) champion for a culture of inquiry, learning and collaboration within our profession; and 4) expand and fortify ENA's membership.

Requirements

- At least one team member must be an ENA member
- Two narrative statements from two individuals addressing the three (3) criterion listed below.
- Curriculum vitae / Resume summary of the ENA member

Narrative Statements / Criteria

Narrative statement should NOT include the name of the nominee.

Narrative statements should address each criterion listed below:

1. A description of the Team's project or program that has made a positive impact on the profession of emergency nursing or patients
2. A description of how the Team's project or program will be sustained and will affect a community, regional or national initiative
3. A description of how the Team's project or program has made a significant contribution toward achieving ENA's mission of advocating for patient safety and excellence in emergency nursing practice.

Annual Indiana State ENA Achievement Award Criteria

Advocacy Award

Description

This award recognizes a nurse who has had a positive impact on emergency nurses through a sustained commitment of advocacy for emergency nurses' well-being and welfare or the welfare of vulnerable populations.

Requirements

- Nominee must be an ENA member
- Two narrative statements from two individuals addressing the three (3) separate criterion below. At least one narrative must be written by an ENA member
- Curriculum vitae / Resume summary of the Nominee

Narrative Statements / Criteria

Narrative statement should NOT include the name of the nominee.

Narrative statements should address each criterion listed below:

1. A description of the extent and significance of the nominee's involvement in advocacy activities/efforts, outside of paid work time, related to emergency nursing or vulnerable populations
2. A summary of the specific outcomes or impact that resulted from these activities
3. A description of the enduring nature of the nominee's activities

Annual Indiana State ENA Achievement Award Criteria

Rising Star Award

Description

This award recognizes a new ENA member (membership less than 5 years) who has made a significant contribution to ENA as exhibited by promotion of ENA as the professional organization for emergency nurses at the local, state or national level.

Requirements

- Nominee must be a new ENA member of less than five years from the date of nomination
- One narrative statement from the nominee's State or Chapter President describing the active role that the nominee has demonstrated at the local, state or national level and addressing the three (3) criterion listed below.
- Curriculum vitae / Resume summary of the Nominee

Narrative Statement / Criteria

Narrative statement should NOT include the name of the nominee.

The narrative statement should address each criterion listed below:

1. A description of the level of enthusiastic engagement demonstrated by the nominee as an ENA member through the promotion of membership, program participation or educational role modeling for professional colleagues
2. A description of the nominee's actions that have resulted in significant contributions to ENA at the local, state or national level
3. A description of how the nominee has actively supported ENA's mission (see below) and readily shares his/her knowledge and expertise with others.

ENA's Mission Statement:

The mission of the Emergency Nurses Association is to advocate for patient safety and excellence in emergency nursing practice.

Annual Indiana State ENA Achievement Award Criteria

Behind the Scenes Award

Description

This award recognizes an individual who has made significant contributions, behind the scenes, to promote ENA's mission of advocating for patient safety and excellence in emergency nursing practice through their support of a member or members; an ENA advocate who is often seen but not heard and who donates countless hours to assist an ENA member or members in achieving local, state or national goals.

Requirements

- **Nominee does not need to be an ENA member**

- Nominee does not need to be a nurse

- Nominee has donated hours of time without expectation of compensation or reward

- Two narrative statements from two individuals describing how the nominee's actions in support of ENA has gone above and beyond – must include specific examples. At least one narrative must be written by an ENA member

- **Curriculum vitae / Resume summary not required**

Narrative Statements / Criteria

Narrative statement should NOT include the name of the nominee.

Narrative statements should address each criterion listed below:

1. A description of specific activities that the nominee was involved in that had a positive effect in supporting ENA's mission:

ENA's Mission Statement

The mission of the Emergency Nurses Association is to advocate for patient safety and excellence in emergency nursing practice.

2. Specific examples that the nominee's donation of time had a direct impact on meeting the local, state or national ENA mission

3. A description of:

a) the nominee's willingness to go the extra mile

OR

b) the nominee's participation in activities that contributed to local, state or national ENA goals

Annual Indiana State ENA Achievement Award Criteria

Quality, Safety and Injury Prevention Award

Description

This award recognizes a nurse who has developed, implemented or advocated for quality, safety and/or injury prevention initiatives that have resulted in improved outcomes in the emergency care setting or at the local, state or national level.

Requirements

- Nominee must be an ENA member

- Two narrative statements from two individuals describing the nominee's contribution to quality, safety and/or injury prevention in the profession of nursing and the practice of emergency nursing care. At least one narrative must be written by an ENA member

- Curriculum vitae / Resume summary of the Nominee

Narrative Statements / Criteria

Narrative statement should NOT include the name of the nominee.

Narrative statements should address each criterion listed below:

1. A description of how the nominee developed or promoted quality, safety or injury prevention initiatives in the emergency care setting or at the local, state or national level
2. A description of how the nominee actively participates in:
 - a) partnerships with local emergency care providers, law enforcement and/or community groups to promote quality or safety strategies or programs that have resulted in improved outcomes
 - OR
 - b) promotion of injury prevention efforts through structured programs as evidenced by documentation in the local media, state newsletters or chapter activities
3. A description of the nominee's advocacy efforts related to legislation, policy or regulatory enforcement that will prevent injuries and deaths or improve the delivery of safe care

Annual Indiana State ENA Achievement Award Criteria

Nurse Manager Award

Description

This award recognizes a nurse in an emergency nursing management role who has consistently demonstrated excellence in the profession of emergency nursing and has made significant contributions.

Requirements

- Nominee must be an ENA member
- Two narrative statements from two individuals **who are supervised by the Nominee** addressing the five (5) separate criterion listed below.
- Curriculum vitae / Resume summary of the Nominee

Narrative Statements / Criteria

Narrative statement should NOT include the name of the nominee.

Narrative statements should address each criterion listed below:

1. A description of how the nominee demonstrates professional characteristics of an emergency nurse while collaborating with colleagues in the work setting
2. A description of how the nominee encourages professional development through role modeling, mentoring and leadership skills
3. A description of the creative solutions to tough management decisions or program development that have benefited the staff reporting to the nominee
4. A summary of the specific situations where the nominee has served as a consultant or resource on emergency nursing issues either within the emergency care setting or within the organization
5. A description of how the supervised staff regards the nominee with respect and as an effective manager

Annual Indiana State ENA Achievement Award Criteria

Nursing Practice and Professionalism Award

Description

This award recognizes a nurse who exemplifies outstanding nursing practice as demonstrated through clinical skills, care and compassion. This nurse is recognized by peers as an expert in emergency nursing and consistently exhibits traits associated with professional behavior and commitment to professional values. This individual may demonstrate outstanding commitment to a specialty population such as pediatrics or older adults within the specialty of emergency nursing.

Requirements

- Nominee must be an ENA member
- Two narrative statements from two individuals describing the five (5) separate criterion listed below. **At least one narrative must be written by an ENA member**
- Curriculum vitae / Resume summary of the Nominee

Narrative Statements / Criteria

Narrative statement should NOT include the name of the nominee.

Narrative statements should address each criterion listed below:

1. A description of how the nominee demonstrates exemplary collaborative relationships in the work setting
2. A description of how the nominee demonstrates a high level of nursing skills or the application of evidence-based practice
3. A description of the nominee's participation in activities, programs or projects that demonstrate the application of the *Emergency Nursing Scope and Standards Practice* in the clinical setting
4. A summary of the nominee's participation in professional development activities or programs during the last two years
5. A description of recognition given to the nominee as an expert in care by the hospital, emergency care setting or other members of the health care team

Annual Indiana State ENA Achievement Award Criteria

Nursing Education Award

Description

This award recognizes a nurse who has made significant contributions to the education of colleagues, nursing students, EMS personnel, patients, families and/or the community through the publication of articles, formal or informal courses or the development of a specific emergency nursing program or curriculum.

Requirements

- Nominee must be an ENA member
- Two narrative statements from two individuals addressing the three (3) separate criterion listed below. At least one narrative must be written by an ENA member
- Curriculum vitae / Resume summary of the Nominee

Narrative Statements / Criteria

Narrative statement should NOT include the name of the nominee.

Narrative statements should address each criterion listed below:

1. A description of the how the nominee:
 - a) demonstrates education competence as a mentor, preceptor, resource or instructor in programs for emergency nurses, EMS teams or other health care professionalsOR
 - b) developed or implemented educational programs, especially those that are innovative in nature, for nursing students, and/or patients and their families
2. A summary of the specific situations where the nominee has demonstrated nursing expertise through publications or significant educational projects
3. A description of how the nominee participated in the development or implementation of educational programs related to the specialty of emergency care

Annual Indiana State ENA Achievement Award Criteria

Nurse Practitioner Award

Description

This award recognizes excellence as a Nurse Practitioner in emergency care. The NP is recognized by peers, nursing and physician colleagues, and patients as a clinical expert who delivers compassionate, competent care. The recipient is actively involved in promoting the role of NPs and strengthening the image of NPs in emergency care.

Requirements

- Nominee must be an ENA member
- Nominee must be a **Master's or doctorally-prepared NP** practicing in an emergency care setting, practicing in an academic setting that prepares NPs to practice in emergency care and/or who performs research pertinent to the role and practice of NPs in emergency care
- Two narrative statements from two individuals addressing the five (5) separate criterion listed below. At least one narrative must be written by an ENA member
- Curriculum vitae / Resume summary of the Nominee

Narrative Statements / Criteria

Narrative statement should NOT include the name of the nominee.

Narrative statements should address each criterion listed below:

1. A description of how the nominee demonstrates professional characteristics of an emergency nurse while collaborating with colleagues in the work setting
2. A description of how the nominee demonstrates a high level of skill and knowledge as a nurse practitioner and consistently shares this knowledge and expertise with others
3. Specific examples of how the nominee provides exceptional and compassionate patient care and promotes that level of care in others
4. An explanation of the enduring nature of the nominee's impact on the role of the NP in emergency care
5. A description of advocacy efforts or programs, projects and committees that the nominee has activity engaged in that promote the role of the NP in emergency care

Annual Indiana State ENA Achievement Award Criteria

Clinical Nurse Specialist Award

Description

This award recognizes excellence as a Clinical Nurse Specialist in the emergency care setting. The CNS is recognized by nursing and physician colleagues, and patients as an expert, in practice or education, who makes significant contributions to practice or to the professional development of others.

Requirements

- Nominee must be an ENA member
- Nominee must be a **Master's or doctorally-prepared CNS** practicing as a Clinical Nurse Specialist in an emergency care setting, practicing in an academic setting that prepares the CNS to practice in emergency care and/or who performs research pertinent to the role and practice of the CNS in emergency care
- Two narrative statements from two individuals addressing the five (5) criterion listed below. At least one narrative must be written by an ENA member
- Curriculum vitae / Resume summary of the Nominee

Narrative Statements / Criteria

Narrative statement should NOT include the name of the nominee.

Narrative statements should address each criterion listed below:

1. A description of how the nominee demonstrates professional characteristics of an emergency nurse while collaborating with colleagues in the work setting
2. A description of how the nominee demonstrates a high level of skill and knowledge as a CNS and consistently shares this knowledge and expertise with others
3. A description of how the nominee exemplifies the role of the CNS by working to improve emergency care through direct care, education, research or practice
4. An explanation of the enduring nature of the nominee's impact on the role of the CNS in the emergency care setting
5. A description of advocacy efforts or programs, projects and committees the nominee has actively engaged in that promote or demonstrate the role of the CNS in emergency care

Annual Indiana State ENA Achievement Award Criteria

Nomination Procedures

All award nominations packets require the following:

- A completed nomination form, available by visiting <http://bit.ly/INAAwards>
- A minimum of two letters of support (some awards require three letters of support).
- Curriculum vitae (CV) or resume (as required).
- Submit nomination packets as follows:

Completed packet materials can be submitted electronically at <http://bit.ly/INAAwards>. Be sure to begin each file name with the award nominee's last name.

All nominations must be received by **October 31**. Please note: Incomplete submissions will not be considered. Please check on the status of your nomination if letters of support are coming under separate cover.

A complete submission will consist of a completed nomination form; a minimum of two letters of support (unless otherwise stated) and the nominee's CV or resume (as required). Nomination forms, requirements and criteria, and Nominations Tip Sheet are available on at <http://bit.ly/INAAwards>.