



Texas School Nurse Organization – Region X
School Nurse of the Year
Nomination / Application Guidelines

Purpose:

To publicly recognize the contribution of school nurses in Region X by honoring one school nurse who demonstrates excellence in school nursing practice and leadership in school health.

Eligibility:

- Nominee must be a registered professional nurse.
- Nominee must be an active member and in good standing of TSNO Region X for the current school year and the two previous school years.
- Nominee must have five years experience as a school nurse and must be currently practicing as a full-time school nurse with more than 50% of the nominee's time spent in direct care.

Nomination Procedure:

Nomination portfolios must be submitted electronically. All letters of support and bulleted list should use 12-point font and one-inch margins in Microsoft Word format. The nomination portfolio should contain all of the following in the order listed:

- TSNO – Region X Nomination Form signed by the nominator and the nominee.
- 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.
- A bulleted list completed by the nominee describing specific evidence of excellence as found in the School Nursing Scope and Standards of Practice 3rd Edition (National Association of School Nurses and American Nurses Association, 2017). Not to exceed 5 standards and two pages.
- Nominee's signed curriculum vitae limited to personal education, employment, research activities, service related to school nursing, and publication. Not to exceed two pages.
- A minimum of two letters with a maximum of four 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.
- Recent digital head and shoulder photograph of nominee (300 dpi/inch in JPEG format). If nominee selected, photograph will be used in the TSNO Newsletter and submitted to NASN for Affiliate SNOY Award.

Responsibilities of Nominee:

- Nominee will present evidence of excellence in school nursing practice based on School Nursing Scope and Standards of Practice 3rd Edition (National Association of School Nurses and American Nurses Association, 2017).
- A total of 5 standards must be outlined. The following three standards are mandatory — 5a. Implementation: Coordination of Care, 11. Leadership, and 13. Evidence-Based Practice/Research

Standards of Practice:

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| 1. Assessment | 2. Diagnosis |
| 3. Outcomes Identification | 4. Planning |
| 5. Implementation (a. Coordination of Care) | 6. Evaluation |

Standards of Professional Performance:

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| 7. Ethics | 8. Culturally Congruent Practice |
| 9. Communication | 10. Collaboration |
| 11. Leadership | 12. Education |
| 13. Evidence-Based Practice / Research | 14. Quality of Practice |
| 15. Professional Practice Evaluation | 16. Resource Utilization |
| 17. Environmental Health | 18. Program Management |

Nominee must submit a one to two page bulleted list describing evidence of excellence in the Standards of Professional School Nursing Practice as indicated above. Pages may be single or double-spaced, must be one-sided, and have a minimum font size of 12 point. Please refer to the following website as a guideline when submitting the application: <http://www.txsno.org/tsno/tsnoresources/schoolnursingscopestandards>

- Failure to follow all instructions and/or proper format may result in points being deducted from candidate's final score.
- **No additional materials should be sent other than those requested in the application instructions.**
- If selected as Region X School Nurse of the Year nominee will be required to submit application for State School Nurse of the Year with additional requirements/conditions to be met.

Selection:

- The TSNO Region X Nominations Committee will review the applications of candidates and select a recipient of the award.
- The selection will be approved by a minimum of three members of the Executive Committee.

Application must be e-mailed NO LATER THAN March 1, 2019