



## HACKENSACK MERIDIAN HEALTH C.A.R.E Specialty Scholar

### HOW TO APPLY:

1. Submit completed: Initial Application Agreement
2. Submit: Current resume
3. Submit signed: Specialty Scholar Status Maintenance Requirements
4. Submit completed: Manager Endorsement Form (*Completed by your Manager*)
5. Submit completed application **NO LATER** than SEPTEMBER 1
6. Submit all of the above documents to:

**Hardcopies:**

Kathryn Fleming PhD, RN, CPHQ, NEA-BC  
Nurse Scientist  
Ann May Center for Nursing & Allied Health  
1350 Campus Parkway  
Neptune, New Jersey 07753

**Email:**

[kathryn.fleming@hackensackmeridian.org](mailto:kathryn.fleming@hackensackmeridian.org)

**COMPLETE** program information can be found on the  
Meridian Intranet site > Specialty Scholar Program

Applications that are submitted with documents missing, incomplete documents, and/or after the due date will not be considered.

Please refer to the C.A.R.E bylaws and other program material for additional information.



Name: \_\_\_\_\_  
 Home Address: \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Hospital \_\_\_\_\_ Unit \_\_\_\_\_ Cost Center # \_\_\_\_\_ Date of Hire: \_\_\_\_\_

Current C.A.R.E. Recognition Level: \_\_\_\_\_ # Years/Months at this level: \_\_\_\_\_  
 National Nursing Specialty Certification(s) held: \_\_\_\_\_  
 (Does not include BLS, ACLS, etc.)

What is the **BEST** phone number **AND** email to reach you?

Phone Number: \_\_\_\_\_  Home  Cell  
 E-Mail \_\_\_\_\_

Highest Nursing Degree:  Diploma  Associates  Bachelor's  Master's   
 Doctorate

Number of years in Nursing: \_\_\_\_\_

Number of years working with current patient population: \_\_\_\_\_

I am interested in the process of:  Quality  Research  EBP  
 Additionally:  My Specialty Concentration is Geriatrics

My topic of interest is: \_\_\_\_\_  
 Because: \_\_\_\_\_

**I agree to uphold Specialty Scholar responsibilities specific to my area of focus, including, but not limited to, the following:**

- Continually conduct projects under the guidance of a mentor
- Lead unit-based teams in completion of project
- Attend a minimum of 50% of council (or special interest group) meetings per year
- Report progress of project at staff meetings, unit-based council meetings, and hospital-wide council/committee meetings
- Maintain timely communication with mentors (including email responses)
- Disseminate project findings yearly in podium or poster presentation
- Maintain additional specialty specific responsibilities as indicated in C.A.R.E. Bylaws

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



MANAGER ENDORSEMENT

**Directions:** To be completed by Manager and submitted with application

Nurse Scholar's Name: \_\_\_\_\_ Campus \_\_\_\_\_ Unit \_\_\_\_\_

- 
- Satisfactory Performance Review Score at last review  Yes  No
  - Significant infractions/disciplinary notices over the past year?  Yes  No
  - I have been given the opportunity to review this portfolio and I support this team member's application for advancement  Yes  No

If no, give rationale for non-support: \_\_\_\_\_  
\_\_\_\_\_

Manager's Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**Maintenance of Specialty Scholar status will be reviewed every year during the month of the employee's advancement as a Specialty Scholar.**

1. Reports must be complete and submitted on time.
2. Specialty Scholars are responsible for keeping track of their report due dates.
3. Failure to submit reports on the required due dates will result in immediate loss of status. Specialty Scholar may submit a request for additional time to submit required reports and approval shall be granted on a case by case basis.
4. Failure to attain/maintain Specialty Scholar Eligibility requirements agreed to in the Specialty Scholar contract will result in immediate loss of status. Specialty Scholar may submit a request for additional time to attain or maintain Specialty Scholar requirement and approval shall be granted on a case by case basis.

It is the responsibility of each RN to get the necessary documentation ready for review. During the month the RN is to be reviewed, he/she must submit to the CARE Committee, or their designee, all required documentation detailed in the Criteria for Maintenance, verifying maintenance of status.

**ALL MAINTENANCE PORTFOLIOS CONTAINING DOCUMENTATION SPECIFIED MUST BE COMPLETE AND SUBMITTED ON TIME.**

Applicants are responsible for keeping track of their renewal dates and sending a completed maintenance packet to the committee for review prior to the expiration date.

1. Failure to submit a maintenance portfolio during the required submission period will result in immediate loss of status.
2. RN's who are unable to meet some or all of the criteria for maintenance of status because of prolonged illness, military, service, or a similar compelling reason, must notify the Committee of this in a timely fashion and must furnish documentation of the cause. The Committee will determine whether to recommend an extension of the CARE status on a case by case basis. Under normal circumstances, this extension should not exceed three months. This recommendation will be forwarded to the Chief Nurse Executive for final review.
3. Nurses on maternity leave or who have experienced a catastrophic illness may maintain their status for three months after they return to work.

**There will be no appeal of the decision**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## **Clinical Advancement and Recognition of Excellence C.A.R.E Specialty Scholar Roles & Responsibilities**

### **Description**

Specialty Scholars are staff nurses who conduct projects in one of three tracts: research, evidence-based practice (EBP), quality improvement (QI), and/or focus on Gerontology for the purpose of generating new knowledge, implementing best practices, and/or improving current care processes. Specialty scholars work under the guidance of assigned mentors who have expertise in research, EBP and/or QI to produce measurable outcomes that are disseminated to peers and nursing leadership through formal presentations. Specialty scholars may bypass other levels of Clinical Advancement & Recognition of Excellence (Clinical Fellow, Clinical Resource, Clinical Scholar).

### **Eligibility**

- Worked as a nurse for at least two years in a clinical area.
- Agree to carry out components of the role as delineated in each of the MH model of care areas: Practice, Education, Shared Governance, and Research (see below).
- Agree to the responsibilities of a Specialty Scholar as delineated below
- Complete a library session on searching databases
- Complete the Specialty Scholar Core Curriculum

### **Responsibilities**

- Continually conduct projects, under the guidance of a mentor
- Lead unit-based teams in completion of project
- Attend a minimum of 50% of council (or special interest group) meetings per year
- Report progress of project at staff meetings, unit-based council meetings, and hospital-wide council/committee meetings
- Maintain timely communication with mentors (including email responses)
- Disseminate project findings yearly in podium or poster presentation
- Maintain specialty specific responsibilities, as indicated below

### **Process**

- Submit a completed application as directed (including sign-off by nurse manager) indicating your topic and area of interest. Date, time and location of Core Curriculum are
  - posted in the online education book
  - disseminated to all staff nurses via e-shift
  - posted on the RN CARE Webpage
- The receipt of the application serves as registration for the Core curriculum
- Candidates are guided by mentors to the appropriate tract (research, EBP, QI, Geriatrics) during the Core Curriculum
- Upon completion of the Core Curriculum, applications are forwarded to the CARE committee for final approval



## Specialty Specific Responsibilities

### Quality Improvement

Acts as a role model for other staff by championing nursing quality improvement initiatives, leading Plan/Do/Check/Act (PDCA) quality teams and being a conduit of information on quality care processes and information.

#### Clinical Practice

- Identifies clinical area for improvement (eg. pressure ulcers, falls, pain management, HCAHP scores)
- Leads unit-based team to meet or exceed quality standards using PDCA tools

#### Education

- Disseminates information about nursing quality through, for example, unit in-services, journal articles, and dissemination of quality reports
- Attends one nursing quality related educational program per year (beyond quality core) to enhance self-knowledge.

#### Shared Governance

- Promotes collaboration with interdisciplinary team on nursing quality initiatives
- Engages other CARE program nurses (clinical scholars, resources, and fellows) as team members
- Promotes awareness of National Database of Nursing Quality Indicators (NDNQI) results

#### Research

- Conducts literature review to assure current standards reflect the best available evidence

### Evidence Based Practice

Possesses an inquisitive spirit and a desire to improve nursing care by conducting, implementing, translating and evaluating evidence-based reviews at Meridian Health.

#### Clinical Practice

- Promotes evidence-based practice on unit
- Identifies clinical questions suitable for investigation
- Demonstrates expert critical thinking

#### Education

- Disseminates evidence findings to other staff on unit through in-services, posters, journal clubs, etc.
- Presents own evidence findings in defined formal forums within Meridian Health. Seeks opportunities to present evidence findings at local, state or national conferences or through publication in peer reviewed journals.
- Attends one evidenced base related education program per year

#### Shared Governance

- Promotes collaboration with interdisciplinary team on evidence projects
- Active member of EBN Special Interest Council attending at least 50% of meetings.



### Research

- Disseminates current evidence findings to staff and members of the interdisciplinary team.

### Research

Possesses an inquisitive spirit and a desire to improve nursing care by designing and conducting original clinical nursing research studies at Meridian Health.

### Clinical Practice

- Promotes evidence-based practice on unit
- Identifies clinical questions suitable for research investigation
- Demonstrates expert critical thinking

### Education

- Disseminates research findings to other staff on unit through in-services, posters, journal clubs, publication in INSPIRE, and/or evidence-based practice reviews.
- Seeks opportunities to present research findings at local, state or national conferences or through publication in peer reviewed journals.
- Attends one research-related education program per year (beyond the core curriculum) to enhance self-knowledge (e.g. Nursing Research & EBP Day, JSUMC Research Day, local Sigma Theta Tau International Research Day).

### Shared Governance

- Promotes collaboration with interdisciplinary team on research projects

### Research

- Designs, implements, evaluates and disseminates research according the CRS role guidelines.

### Specialty Focus: Geriatrics

Possesses a positive attitude with demonstrated interest in providing excellence in geriatric care. Acts as a role model for other staff by championing geriatric best care practices and protocols, while assisting colleagues and other healthcare workers with geriatric competencies, with an emphasis on improving care and outcomes for the older adult in our healthcare system via Quality Improvement, Evidence Based Practice and/or Research. .

- Specialty Scholars in Geriatrics must become Gerontological Nurse certified within a year

### Clinical Practice

- Conducts informal monitoring of older adult patients > 65 years of age.
- Delegates to and partners with Geriatric PCA to improve bedside care of the older adult patient
- Assists staff in utilizing NICHE (Nurses Improving Care for Healthsystem Elders) protocols
- Communicates using SPICES format to facilitate older adult issues during reports with staff members and rounds with the interdisciplinary team.
- Demonstrates understanding and use of geriatric assessment tools and teaches other nurses to use them.



### **Education**

- Disseminates information about older adult care management through a variety of mechanisms including coordination of unit in-services, journal article reviews, and dissemination of NICHE protocols.
- Identifies the need for and assists in the development of older adult patient education materials.
- Provides geriatric consultation/support at the bedside and throughout the hospital
- Encourages PCAs to attend Geriatric PCA training program
- Encourages Nurses to become certified in their area of practice
- Attends one care of the older adult educational program per year to enhance self-knowledge.

### **Shared Governance**

- Promotes collaboration with interdisciplinary team on care of the older adult best practices
- Active Member of NICHE Council. Facilitates communication between care providers and NICHE Council members.
- Promotes awareness of community resources for the older adult patient.
- Participates on unit or hospital wide committees to represent older adult interests and updating policies and procedures related to best care practices

### **Research**

- Promotes an environment of Evidence Based Practice (EBP) as related to the older adult patient
- Conducts Research, EBP, or Performance Improvement activities related to care of the older adult
- Disseminates current research findings to staff and members of the interdisciplinary team.