

Nightingale Frequently Asked Questions

1. When and where is the 2012 Denver Metro Regional Nightingale Event?

The 2012 Nightingale event will be held at the Doubletree Hotel in Stapleton on March 10, 2012.

2. How do I nominate a nurse for the Nightingale Luminary Award?

There are two different steps that must be completed in order to nominate someone for the Nightingale Luminary Award. The first step is submitting the "Nomination Form". This form gives us the basic info about your nominee including what category they are nominated in. The second step is submitting the proper nomination documents. These documents are:

- 500 Word Nomination Essay (Written by nominator)
- 2 Letters of Recommendation (Written by peers, supervisors, patients, etc.)

You can find the nomination form, guidelines, and directions on how to upload your documents at www.centralcoahec.org/2012nightingale.htm.

3. What are the Nightingale Nomination Categories?

There are two categories to choose from in the nomination process: Clinical Practice or Administrative (Educator, Researcher, Non-traditional practice etc.). You then select an area of recognition: Advocacy, Innovation, or Leadership.

4. Can I nominate a nurse in more than one category and/or area of recognition?

No. You must choose only one category and one area of recognition. We understand that great nurses embody qualities from each category, however, please focus on the category and **ONE** area of recognition you select. (This is where working with the nominee comes in handy. They can help show you where their biggest strengths lie.)

5. How do I submit the nomination form and nomination documents?

You can easily submit the nomination form and the nomination documents on our website, www.centralcoahec.org/nomination.htm. If you need to send your nomination by mail, please send it to:

Central CO AHEC
ATTN: Nightingale
PO BOX 6267
Aurora, CO 80045-0267

6. Does the nominee have to submit an essay or any other paperwork?

No. In previous years, the nominee has been required to write their own personal essay, but they are no longer required to do so. However, we highly recommend working with and/or interviewing the nominee while writing your essay to help exemplify the qualities of the nurse you are nominating.

7. Can I nominate more than one nurse?

Yes, you can nominate more than one nurse.

8. How long do I have to submit a nomination?

There are two nomination deadlines for this year's event. They are:

Early Bird Nomination Deadline: December 16, 2011

Nomination documents (final deadline): January 15, 2012

9. What happens if I do not submit my nomination documents in time, will the nurse still be nominated?

No. In order for a nurse to be recognized as a nominee, the nomination form and ALL nomination documents must be turned in by the final deadline.