RIVERSIDE HEALTHCARE

Nursing Career Ladder Program Guidebook

LAST REVISED MAY 17, 2024

General Overview

Riverside Healthcare is an organization that provides career development opportunities to learn and grow. Our Nursing Career Ladder is designed to recognize nurses' contributions to Riverside and the nursing profession. The ladder is an incentive structure that encourages ongoing professional growth. Whether you are a new graduate nurse or experienced, the ladder provides relevant opportunities and rewards for you.

Patricia Benner's "Novice to Expert" professional nursing development model provides a conceptual framework for this ladder as described below.

1. **Advanced Beginners:** Nurses begin their professional careers as Advanced Beginners, demonstrating concrete thinking, and a focus on task accomplishment and individual aspects of patient care. For the purposes of this ladder, this is considered a **Career Nurse (CN) I.**

2. **Competent:** In the Competent stage, nurses demonstrate an expanded knowledge base and increasing ability to act independently, but still need support from nurses with more experience. This level is considered a **CN II** within this ladder.

3. **Proficient:** At this level, Proficient nurses are independent caregivers with sound decision making processes and serve as resources to other nurses. This level would be considered a **CN III** within this ladder.

4. **Expert:** Expert level nurses care for patients intuitively based on vast experience. This level is the highest rung currently on the ladder, a **CN IV.**

Ladder Overview and Definitions

Each level of the Nursing Career Ladder has activity requirements, with associated point ranges, across various categories. These categories are the Five Pillars that align with the global performance standards expected of all Riverside employees: **People, Service, Quality, Finance, and Growth.** Refer to the Nursing Career Ladder Grid Worksheet in this Guidebook for the specific activity options and point values.

- **CN I** – Nurse must earn **10-19 points across two categories** on the Nursing Career Ladder Grid.
- **CN II** - Nurse must earn **20-29 points across three categories** on the Nursing Career Ladder Grid. Minimum BSN degree or proof of enrollment in BSN or higher program with an expected graduation date within the next 12 months.
- **CN III** - Nurse must earn **30-39 points across four categories** on the Nursing Career Ladder Grid. Minimum BSN or higher Nursing degree. Minimum BSN or higher Nursing degree. **25%** of points must be accrued through Leadership activities (denoted by ** in guidebook and activities grid).
- **CN IV** - Nurse must earn **greater than 40 points across all five categories** on the Nursing Career Ladder Grid. Minimum BSN or higher Nursing degree **and** national certification required. **40%** of points must be accrued through Leadership activities (denoted by * in guidebook and activities grid).

Financial Incentives for Ladder Participation

Riverside Healthcare seeks to recognize and reward nurses for engaging in professional development, which thereby benefits our organization and the patients and families we serve. Financial incentives will be distributed as an annual one-time cash payout that can be applied for and received only once per calendar year and is taxable. Amounts increase with each ladder level and are noted below.

- **CN I** – $500
- **CN II** - $1000
- **CN III** - $1500
- **CN IV** - $2000

Participation & Eligibility

The decision to pursue advancement beyond the entry level in nursing is an individual choice. Thus, participation in the Nursing Career Ladder Program is voluntary and flexible, allowing you to set and achieve goals as you choose.

The career ladder provides a one-time taxable payout bonus based upon submitting documentation via qualifying criteria outlined in this guide.

Elibility Criteria

1. Clinical registered nurses (RNs that spend greater than 51% of their time providing direct patient care) within Riverside Healthcare (RMC, RMG & Senior Life; includes both inpatient and outpatient areas):

   - 0.5 - 1.0 FTE

   - Must have worked within Riverside Healthcare for 6 months before application date.

   - Must be actively employed at Riverside at the time of application submission and acceptance into the Ladder program.

   - Salaried/Exempt RNs that spends greater than 51% of his/her time providing direct patient care. Attestation letter must be submitted with application. (See attestation letter for specifics on direct patient care responsibilities).

2. Advanced Practice RNs, Licensed Practical Nurses (LPNs), and salaried/exempt RNs (who do not spend greater than 51% of his/her time providing direct patient care) are excluded from participating in the Nursing Career Ladder.

3. Must be in good standing and have no corrective action meeting or exceeding Written Warning on file in past 12 months to application submission date.

4. May only apply once per calendar year.

5. All participating nurses are expected to demonstrate the required elements as described in this packet to achieve the desired ladder level.

6. Application for a rung on the Career Ladder will be accepted once a year. Completed application and all associated documentation is due between – **October 1st - October 31st** for review by Professional Development Council. Review and approval of Career Ladder documentation submissions will be completed and awards/denials made by **November 29th**, respectively.

Process for Ladder Advancement

1. Advancement up the Career Ladder is offered once per calendar year (applications and associated documentation are accepted between **October 1st - October 31st**).

2. The nurse applying is responsible for compiling all needed evidence and submitting the application and evidence to his/her Manager/Director for review and approval.

3. The Manager/Director reviews the materials for completeness and accuracy. If incomplete or inaccurate, the Manager/Director meets with the nurse for coaching and suggestions for a development plan. If complete and accurate, the Manager/Director forwards the application/evidence to the Organizational Development & Learning (ODL) Department for tracking applicants. The ODL Department will verify good standing with Human Resources at time of application.

4. The ODL Department forwards all complete and accurate packets to the Professional Development Council for final approval/denial for advancement.

- If the Professional Development Council recommends moving up the Career Ladder, a congratulatory form letter is submitted to the applying nurse and his/her Manager/Director.

- If the Professional Development Council recommends denial on the Career Ladder, a rationale is given to the applying nurse and his/her Manager/Director on the denial with suggestions for future development.

    o The Professional Development Council will track approvals/denials on a shared spreadsheet for reporting purposes. Completed and approved applications shall be retained on file in the ODL Department.

Process to Maintain Ladder Level

Once a level is attained, the nurse must work to maintain that level. If you would like to receive a cash payout each year, you are required to reapply each year.

If the nurse either fails to submit a complete, approved application and/or fails to achieve the required number of points to remain at his/her current level on the Career Ladder, the nurse will be ineligible for a cash payout for that calendar year.

Career Ladder Evidence Requirements by Activity Category

People

1. ** **Serves as a primary preceptor** to a (select all that apply):
> Student Nurse (1 point)
> Experienced Nurse (2 points)
> New Graduate Nurse (3 points)

(Maximum 6 points in any combination of above)

*Requirements: Must assume **primary** preceptor responsibility for entire orientation period (**not just a few days or shifts**) within the last 12 months. Is responsible for assuring all orientation documentation is completed.*

For student nurse preceptors, a signed note from school instructor or Nursing Leader, including the student nurse's name and dates of preceptorship and/or copy of signed capstone documentation.

For experienced and new graduate nurses, a copy of the completed department orientation checklist must be submitted (contact ODL for assistance).

2. ** **Serves as a** (select all)**:**

> **Mentor** -
>> Serves as a mentor to a new nurse. (3 points)
>> Completes OLIE Mentor Training and submits proof. (1 point)
> **Experienced Nurse Resident** on a Nurse Residency Program Resident Panel (1 point)

Requirements: Must provide a signed copy of the Mentor Application and Agreement dated within the last 12 months. Contact ODL for assistance.

3. ** **Validates competency of staff** (i.e. Completes Annual Checklists, Master Trainer, Superuser, Champion, etc.).
> (1 point)

Requirements: Obtains note or evidence from nursing leader or ODL staff within the last 12 months verifying competency validation via formal review processes such as: Peer Review, Evaluator on electronic skills checklists, Annual Skills Day, etc.

4. Prepares and presents a **health-related professional education program for RHC employees**.
(2 points)

Requirements: Provides content shared (i.e. PowerPoint presentation, brochure, flyer, and/or copy of evaluations) with a narrative description of the date, time, location, topic, and audience for the education provided between November 1, 2023 – October 31, 2024.

5. Prepares and presents a **health-related professional education program for community members**.
(3 points)

Requirements: Provides content shared (i.e. PowerPoint presentation, brochure, flyer, and/or copy of evaluations) with a narrative description of the date, time, location, sponsoring organization, topic, and audience for the education provided between November 1, 2023 – October 31, 2024.

6.** Participates in and/or completes an **RHC Leadership Development Program**:
Riverside's Young Professionals
Emerging Leaders
Leadership Excellence Program
(3 points)

Requirements: Provides a certificate of program completion dated within the last 12 months. If involved in a program that is still in progress, provides an attendance report demonstrating consistent attendance and a note from the program facilitator verifying attendance and active participation within the last 12 months.

7.** Serves as an **instructor/faculty for an RHC-sponsored training program** such as Basic Life Support (BLS), Advanced Cardiovascular Life Support (ACLS), Pediatric Advanced Life Support (PALS), Neonatal Resuscitation Program (NRP), Crisis Prevention Institute (CPI), etc. (2 points)

Requirements: Provides a copy of instructor card/certificate and an OLIE report noting instructor's class dates (contact ODL for assistance).

8.** Serves as a clinical **nursing instructor/faculty for an accredited college degree program.** (3 points)

Requirements: Provides a letter or evidence from academic institution validating instructor/faculty status dated between November 1, 2023 – October 31, 2024.

Service

1. Nominee (select all):
  Daisy Award Nominee by a patient or patient's family member (1 point)
  Daisy Award Winner (2 points)

Requirements: Provides a copy of nomination. Contact Patient Care Services for assistance. Daisy nominations between October 1, 2023 – September 30, 2024 will be accepted. Daisy Award Winners between October 1, 2023-September 30, 2024 will be accepted.

2. Magnet story (select all):
  Interviews for a Magnet story (1 point)
  Writes a Magnet story (3 points)

  (Maximum 6 points in any combination)

Requirements: Provides a copy of the completed or draft version of the Magnet story or provides a copy of the notes from the interview. Interview or story must be for the 2025 re-designation documents. Please contact Erika Ohlendorf for assistance.

3. Participates in a unit-based project focused on increasing patient satisfaction (3 points)

Requirements: Submit a typed narrative (up to one page) detailing project involvement, stake holders, timeline, objectives, and measurable post intervention patient satisfaction scores illustrating sustainment (Collect a minimum of 3 data points over the course of 3 months or more). Include a copy of your poster or presentation if applicable. Include any patient satisfaction comments mentioning intervention or intervention outcome goals.

4. Mentioned by name on a patient satisfaction survey for providing a remarkable healthcare experience. (2 points)

Requirements: Provides a copy of patient comment (November 1, 2023 – October 31, 2024). Contact ODL for assistance.

5. Submits narrative describing a situation where the nurse applied **Riverside's Professional Nursing Practice Model** to provide excellent service and care for a patient/family. (1 point)

*Requirements: Narrative must be typed, at least one paragraph in length, and no longer than one page, describing a specific situation where **all** of the components of the Riverside Professional Nursing Practice Model were applied to provide excellent service.*

6. **Volunteers** at an RHC or community-sponsored event promoting health/wellness or a recruitment event. (1 point each; Maximum 3 points)

Requirements: Narrative (one for each event) noting the date (between November 1, 2023 – October 31, 2024), time, sponsor, and event for volunteer service. Describe the recruitment and/or health/wellness event and how your participation promoted employment at Riverside or health/wellness. Provide a contact name and phone number for the event that can verify participation. Narrative must be typed and at least one paragraph in length. (Unpaid time must meet a minimum of 2 hours)

7. **Years of service at RHC <u>or</u> years of Nursing experience**:
    6 months - 2 years (1 point)
    3 - 5 years (2 points)
    6 - 10 years (3 points)
    11 - 20 years (4 points)
    > 20 years (5 points)

*Requirements: Note hire date and work history **OR** Note work history (at RHC and elsewhere) on Nursing Career Ladder Application. Nursing experience is defined as RN and LPN work experience only.*

8.** Serves in a **leadership role for a community service event** (i.e. Food Bank, Medical Tent for Event, Shelters, etc.). (2 points each; Maximum 4 points)

Requirements: Volunteer time in the leadership role must meet a minimum of 4 hours. Provide supporting documentation from the planning organization, noting the event, the date (between November 1, 2023 – October 31, 2024), time, and your role.

Quality

1. Participates in the **revision or retirement of an RHC policy**.
   (1 point per policy; Maximum 3 points)

   *Requirements: Provides a copy of the policy revised and approved within the last 12 months with a **narrative** description of the policy revision and evidence/research/rationale for policy revision. Must be a separate policy than the policy submitted for a new policy.*

2.** Participates in the **development of a new RHC policy**.
   (2 points per policy; Maximum 4 points)

   *Requirements: Provides a copy of the new policy developed and approved within the last 12 months with a **narrative** description of the evidence/research/rationale for policy. Must be a separate policy than the policy submitted for a revised policy.*

3. **Informally disseminates literature/EBP/research** from a CE event, professional organization, or conference at huddles, department meetings, etc. (1 point; Maximum 1 point)

   Requirements: Provides copy of literature/EBP/research that was disseminated and either a completed record of staff training (form in Policy Stat) or a typed, narrative description of the date, time, location, audience, and name/contact information of supervisor that was present and/or can verify.

4.** **Actively participates in an RHC committee** to improve patient care/quality outcomes (i.e. Falls Steering, unit-based councils, Sepsis, Chest Pain, Heart Failure, etc.).
   (1 point each; Maximum 3 points)

   Requirements: Submits proof of meeting participation/attendance equivalent to 80% or more from nursing leader/committee facilitator demonstrating consistent attendance and participation for a minimum of six months within the last 12 months.

5.** Participates in an **EBP or research project at RHC**. (2 points)

Requirements: Provides a typed narrative (up to one page) describing the project's key points and outcomes/implications. Include a copy of your poster or presentation if applicable. Must have participated in project between May 1, 2022 – October 30, 2023. Contact Erika Ohlendorf (eohlendorf@rhc.net) to identify EBP or research project opportunities (i.e. New Grad EBP project, Shared Governance Council EBP project, Unit-Based Council Project, etc.) at Riverside.

6.** **Poster or presentation at a conference** outside of RHC.
(3 points)

Requirements: Provides a typed narrative (up to one page) describing the conference, date, location, audience. Include a copy of your poster or presentation. Presentation or poster presentation must have occurred between November 1, 2023 – October 30, 2024.

7.** Published in a **professional journal**. (3 points)

Requirements: Provide a copy of the article from a professional journal published within the last 12 months.

8. Achieves and/or maintains current job-specific, **competency-based certifications** (i.e. Advanced Cardiovascular Life Support (ACLS), Pediatric Advanced Life Support (PALS), Neonatal Resuscitation Program (NRP), Crisis Prevention Institute (CPI), etc.).
(1 point each; Maximum 3 points)

Requirements: Provide copy of all cards or certificates, noting that certification was obtained and/or is current.

Finance

1. Meets requirements of the **attendance and punctuality** policy and **manages time well**/avoids incremental overtime.
   (1 point)

Requirements: The applicant's and nursing leader's signature on the application serves as attestation of meeting the requirements.

2. **Floats** to a unit outside of primary department or area to support the needs of the organization.
   3 floats in the last 12 months: (1 point)
   5 floats in the last 12 months: (2 points)
   10 or more floats in the last 12 months: (3 points)

Requirements: Provide a list of dates and unit/area floated to with manager signature or a WFM report with shifts floated.

3.** **Serves as charge** or in a unit specific leadership role at least 30% shifts worked/flexes staffing to ensure fiscal responsibility.
   (2 points)

Requirements: Must submit either a WFM report or screenshot from timesheet and/or staffing sheets reflecting dates of Unit Charge or documentation noting number of charge hours compared to total regular hours worked. Unit specific leadership roles must provide a written paragraph describing the role with a manager or director signature. The Nursing Leader's signature serves as secondary verification of the submitted evidence. Must have served in the role for a minimum of 6 consecutive months prior to application.

4. Submits narrative documenting participation in a **unit-based project focused on retention** with measurable outcomes.
    (2 points)

Requirements: Provides a typed narrative (up to one page) describing your involvement and the project's stakeholders, timeline, objectives, and measurable financial outcomes/implications for retention. Include a copy of your poster or presentation if applicable.

5. Demonstrates flexibility by **adjusting schedule or picking up extra shifts** to **assist with weekend or holiday coverage** to support unit needs. Weekend only nurses pick up extra shift during the week or an additional weekend shift.
   5 shifts in the last 12 months: (1 point)
   10 or more shifts in last 12 months: (2 points)

Requirements: Provide a list of shifts picked up or switched with manager's signature and a WFM report providing proof of shift worked.

6.** Participates in a **unit-based process improvement project** to improve efficiency or reduce waste, time, or cost on the unit. (2 points)

Requirements: Provides a typed narrative (up to one page) describing the project's stakeholders, timeline, objectives, and measurable financial outcomes/implications. Include a copy of your poster or presentation if applicable. Project must have taken place between November 1, 2023 – October 30, 2024.

7. Presents an idea at **Riverside Shark Tank.** (2 points)

Requirements: Provides copy of PowerPoint presentation, any handouts and associated documents, with a narrative description of the idea and the presentation date (between November 1, 2023 – October 30, 2024), time, location, topic, audience, and proposed benefits (cost-savings, efficiency, etc.).

8. Submits narrative documenting participation in a **RHC project with measurable financial outcomes**. (3 points)

Requirements: Provides a typed narrative (up to one page) describing your involvement and the project's stakeholders, timeline, objectives, and measurable financial outcomes/implications. Include a copy of your poster or presentation if applicable.

Growth

1. **Education** (select all):
     Enrolled - BSN/MSN/DNP (1 point)
   Attained or graduated with the following:
     Non-Nursing Bachelor's degree (1 point)
     BSN (2 points)
     Non-Nursing Master's degree (2 points)
     MSN (3 points)
     DNP/other terminal degree (4 points)

Requirements: Provide copies of any and all diplomas showing graduation dates. For proof of current enrollment, provide copy of official or unofficial transcript and class schedule reflecting current enrollment.

2. Attends a **conference** outside of job requirements. (1 point)

Requirements: Provide evidence of conference attendance (written correspondence, continuing education certificates, etc.) and the name, date, location, sponsoring organization, and conference objectives. Must have attended conference between November 1, 2023 – October 30, 2024.

3.** **Shared Governance** involvement (select one):
     Council Member (1 point)
     Chair/Co-Chair (2 points)
     Facilitator (3 points)

Requirements: Submits a signed copy of the Shared Governance Council Commitment form and proof of meeting participation/attendance expectations from Magnet Program Manager or Council Facilitator/Chair. Must have served on the council consistently over the last 12 months.

4. Annual **Continuing Education** (select one):
     15 contact hours (1 points)
     20 contact hours (2 points)
     25 contact hours (3 points)

Requirements: Provide certificates or other proof of completion of all nursing contact hours awarded within the last 12 months.

5.** Member of a **Professional organization** or serves on an **Organizational Committee**:
    Member (1 point; Maximum 3 points)
    Holds an office or serves on a committee (2 points)

Requirements: Provide a copy of current membership card or similar source of evidence for up to three professional nursing organizations (i.e. ANA, AACN, etc.) verifying current membership. For proof of office or committee involvement, provide documentation from a chapter officer or meeting minutes reflecting your office or role on the committee within the last 12 months.

6.** Holds a **professional certification** recognized by ANCC on the DDCT grid (see grid attached to policy linked here). (2 points each; Maximum 6 points)

Requirements: Provide a copy of the certificate, wallet card, or official award letter showing the dates in which the certification is valid and current at the time of application.

7. Obtains **REACH Level 3**. (2 points)

Requirements: Provide documentation validating REACH Level 3 status within last 12 months.

8. Attends continuing education events sponsored by **Well in Mind**. (1 each; Maximum 3 points)

Requirements: Provide proof of attendance (ex: OLIE attendance report – contact ODL for assistance) or provide a typed narrative including the date (within last 12 months), time, location, topic, audience, contact name and information of the facilitator and what you gained from the presentation. Proof of attendance or a narrative is required each event (maximum of 3).

Riverside Healthcare RN Career Ladder Approval Worksheet

People			Service			Quality			Finance			Growth		
Activity	Claimed Points	Achieved Points	**Activity**	Claimed Points	Achieved Points	**Activity**	Claimed Points	Achieved Points	**Activity**	Claimed Points	Achieved Points	**Activity**	Claimed Points	Achieved Points
1.** Serves as a **primary** preceptor to a (select all): Student Nurse (1 point) Experienced Nurse (2 points) New Graduate Nurse (3 points) (Maximum 6 points in any combination)			1. DAISY (select all): Patient/ Family Nominee (1 point) Award Winner (2 points)			1. Participates in the revision or retirement of an RHC policy. (1 point; Maximum 3 points)			1. Meets requirements of the attendance and punctuality policy and manages time well/avoids incremental overtime. (1 point)			1. Education (select all): Enrolled - BSN/MSN/DNP (1 point) Non-Nursing Bachelor's degree (1 point) BSN (2 points) Non-Nursing Master's degree (2 points) MSN (3 points) DNP/other terminal degree (4 points)		
2.** Serves as a: Mentor to a new nurse. (3 points) Completes Olie Mentor Training (1 point) Experienced Nurse Resident on a Nurse Resident Panel (1 point)			2. Interviews for a MAGNET story (1 point) **Writes a MAGNET story (3 points) (Maximum 6 points)			2.** Participates in the development of a new RHC policy. (2 points; Maximum 4 points)			2. Floats to another unit or area outside of primary department/area. 3 Floats (1 point) 5 Floats (2 points) 10 or more Floats (3 points)			2. Attends a conference outside of job requirements. (1 point)		
3.** Validates competency of staff (i.e. Completes Annual Checklists, Master Trainer, Superuser, Champion, etc.). (1 point)			3. Participates in a unit based project focused on increasing patient satisfaction (3 points)			3. Informally disseminates literature/EBP/research from a CE event, professional organization, or conference at huddles, department meetings, etc. (1 point)			3.** Serves as charge or in a unit specific leadership role at least 30% shifts worked/flexes staffing to ensure fiscal responsibility. (2 points)			3.** Shared Governance involvement (select one): Council Member (1 point) Chair/Co-Chair (2 points) Facilitator (3 points)		
4. Prepares and presents a health-related professional education program for RHC employees. (2 points)			4. Mentioned by name on a patient satisfaction survey for providing a remarkable healthcare experience. (2 points)			4.** Actively participates in an RHC committee to improve patient care/quality outcomes (i.e. Falls Steering, unit-based councils, Sepsis, Chest Pain, Heart Failure, etc.). (1 point each; Maximum 3 points)			4. Submits narrative documenting participation in a unit-based project focused on retention with measurable outcomes. (2 points)			4. Annual Continuing Education (select one): 15 contact hours (1 point) 20 contact hours (2 points) 25 contact hours (3 points)		
5. Prepares and presents a health-related professional education program for community members. (3 points)			5. Submits narrative describing a situation where the nurse applied all components of the Riverside Professional Nursing Practice Model to provide excellent service and care for a patient/family. (1 point)			5.** Participates in an EBP or research project at RHC. (2 points)			5. Demonstrates flexibility by adjusting schedule or picking up extra shift to assist with weekend or holiday coverage to support unit needs. Weekend only nurses pick up additional weekday or weekend shift. 5 shifts in 12 months (1 point) 10 shifts in 12 months (2 points)			5.** Professional organizations: Member (1 point; Maximum 3 points) Holds an office or serves on a committee (2 points)		
6.** Participates in an RHC Leadership Development Program: Riverside's Young Professionals Emerging Leaders Leadership Excellence Program (3 points)			6. Volunteers at an RHC or community-sponsored event promoting health or recruitment. (1 point each; Maximum 3 points)			6.** Poster or presentation at a conference outside of RHC. (3 points)			6.** Participates in a unit-based process improvement project to improve efficiency or reduce waste, time or cost on the unit. (2 points)			6.** Holds a professional certification recognized on the DDCT grid. (2 points each; Maximum 6 points)		
7.** Serves as an instructor/faculty for an RHC-sponsored training program such as BLS, ACLS, PALS, NRP, CPI, etc. (2 points)			7. Years of service at RHC **OR** Years of Nursing Experience: 6 months - 2 years (1 point) 3 - 5 years (2 points) 6 - 10 years (3 points) 11 - 20 years (4 points) > 20 years (5 points)			7.** Published in a professional journal. (3 points)			7. Presents an idea at Riverside Shark Tank. (2 points)			7. Obtains REACH Level 3. (2 points)		
8.** Serves as a clinical nursing instructor/faculty for an accredited college degree program. (3 points)			8.** Serves in a leadership role for community service event (i.e. Food Bank, Medical Tent for Event, Shelters, etc.). (2 points each; Maximum 4 points)			8. Achieves and maintains current job-specific, competency-based certifications (i.e. ACLS, PALS, NRP, CPI, etc.). (1 point each; Maximum 3 points)			8. Submits narrative documenting participation in a RHC project with measurable financial outcomes. (3 points)			Attends continuing education events sponsored by Well in Mind. (1 each; Maximum 3 points)		
People Total			**Service Total**			**Quality Total**			**Finance Total**			**Growth Total**		
					Refer to Ladder Overview & Definitions for point values and requirements by level.								**Overall Total**		

Legend:

CN I ($500) - Requires **10-19 points across two categories** on the Nursing Career Ladder Grid

CN II ($1000) - Requires **20-29 points across three categories** on the Nursing Career Ladder Grid. Minimum BSN degree or proof of enrollment in BSN or higher program with an expected graduation date within the next 12 months

CN III ($1500) - Requires **30-39 points across four categories** on the Nursing Career Ladder Grid. Minimum BSN or higher Nursing degree. 25% of points must be accrued through Leadership activities

CN IV ($2000) - Requires **greater than 40 points across all five categories** on the Nursing Career Ladder Grid. Minimum BSN or higher Nursing degree and national certification required. 40% of points must be accrued through Leadership activities

** = Leadership activities