

EXHIBIT O: NSPDP Definitions for Core Elements and Electives**APPLICANT INFORMATION**

Name: _____ Employee ID: _____
 Credentials: _____ Department Name & #: _____
 Job Title: _____ Applicant Hire Date: _____
 Currently enrolled in higher education? ☐ YES ☐ NO Degree: _____ Graduation Date: _____
 Future career goals: _____
 First Year Completing NSPDP? ☐ YES ☐ NO

CORE ELEMENTS

- ☐ **Core 1:** Quality Data Collection
☐ **Core 2:** Example of Excellence
☐ **Core 3:** Continuing Education
☐ **Core 4:** Professional Certification
☐ **Core 5:** Membership in Professional Healthcare Organization

ELECTIVE 1: WRITTEN EXEMPLAR

- ☐ Submit written Exemplar (1 point)

Elective # 1: Total Points Earned = _____ (MAXIMUM OF 1 POINT)

ELECTIVE 2: SUPER TRAINER

- ☐ Initiative _____ (2 points) ☐ Initiative _____ (2 points)
☐ Initiative _____ (2 points)

Elective # 2: Total Points Earned = _____ (MAXIMUM OF 6 POINTS)

ELECTIVE 3: LEADERSHIP DEVELOPMENT

- ☐ Proof of Preceptor Course/Updates (1 point) ☐ Active Preceptor (3 points)
☐ Associate Preceptor (1 point) ☐ Completion of Leadership Course (1 point)
☐ Co-Preceptor (2 points) ☐ Peer Interview (1 point – Max 2)

Elective # 3: Total Points Earned = _____ (MAXIMUM OF 10 POINTS)

ELECTIVE 4: COURSE INSTRUCTOR / CLASSROOM TEACHER

- ☐ Original Training/ Instructor Course (1 point)
☐ Number of Additional Courses Taught = _____ | (2 points for each course taught)

Elective # 4: Total Points Earned = _____ (MAXIMUM OF 10 POINTS)

ELECTIVE 5: PDP UNIT AMBASSADOR / COMMITTEE MEMBER

- ☐ PDP Unit Ambassador Committee Member (4 points)

Elective # 5: Total Points Earned = _____ (MAXIMUM OF 4 POINTS)

ELECTIVE 6: PROMOTION OF SAFETY

- ☐ Initiative _____ (2 points) ☐ Initiative _____ (2 points)
☐ Initiative _____ (2 points) ☐ Initiative _____ (2 points)

Elective # 6: Total Points Earned = _____ (MAXIMUM OF 8 POINTS)

ELECTIVE 7: QUALITY IMPROVEMENT PROJECT INVOLVEMENT RELATED TO POSITIVE PATIENT OUTCOMES

- ☐ QI Participant | 3 points x _____ = _____ ☐ QI Lead | 5 points x _____ = _____
 Initiative _____ Initiative _____
 Initiative _____ Initiative _____
 Initiative _____ Initiative _____

Elective # 7: Total Points Earned = _____ (MAXIMUM OF 15 POINTS)

Page Total = _____

ELECTIVE 8: POLICY & PROCEDURE REVIEW / UPDATE

- ☐ 1 point for every two policies reviewed | 0.5 points x _____ = _____
- ☐ 3 points for every revision of an existing policy & procedure | 3 points x _____ = _____
- ☐ 4 points for writing a new policy & procedure | 4 points x _____ = _____

*****Total must be a whole number/no rounding*******Elective # 8: Total Points Earned = _____ (MAXIMUM OF 6 POINTS)****ELECTIVE 9: GRAND ROUNDS**

- ☐ 1 point for two Grand Rounds attendance | 0.5 points x _____ = _____

*****Total must be a whole number/no rounding *******Elective # 9: Total Points Earned = _____ (MAXIMUM OF 6 POINTS)****ELECTIVE 10: ENROLLED IN ADVANCED HEALTHCARE RELATED DEGREE PROGRAM**

- ☐ Credit Hours | 1 point per credit hours x _____ = _____

Name of University _____

Elective # 10: Total Points Earned = _____ (MAXIMUM OF 15 POINTS)**ELECTIVE 11: INFORMATION ARTICLE**

- ☐ Section submission for National Organization application process | 4 points x _____ = _____
- ☐ Article submission to the Deaconess Nursing Newsletter or Community Publication | 2 points x _____ = _____

Elective # 11: Total Points Earned = _____ (MAXIMUM OF 10 POINTS)**ELECTIVE 12: JOURNAL CLUB**

- ☐ Two Journal Club attendances | 1 points x _____ = _____
- ☐ Journal Club presentation | 4 points x _____ = _____

*****Total must be a whole number/ no rounding*******Elective # 12: Total Points Earned = _____ (MAXIMUM OF 8 POINTS)****ELECTIVE 13: ADDITIONAL CONTINUING EDUCATION (CE) HOURS**

- ☐ 1 point for every Five Continuing Education Hours | Number of CE's = _____ divided by 5 = _____

*****Total must be a whole number/no rounding*******Elective # 13: Total Points Earned = _____ (MAXIMUM OF 5 POINTS = 25 CEs)****ELECTIVE 14: CERTIFICATIONS / SPECIALTY TRAINING**

- ☐ National certification (if not used in CORE) | 3 points x _____ = _____
- ☐ Non-national certification / Specialty Training | 1 point x _____ = _____

Elective # 14: Total Points Earned = _____ (MAXIMUM OF 6 POINTS)**ELECTIVE 15: IN-SERVICES**

- ☐ In-service A | 1 point x _____ = _____
- ☐ In-service B | 2 points x _____ = _____

Elective # 15: Total Points Earned = _____ (MAXIMUM OF 8 POINTS)**ELECTIVE 16: COMMITTEE / COUNCIL MEMBERSHIP*****Please list committee/council name***

- ☐ Member of hospital committee, subcommittee, or task force | 1 point each _____
- ☐ Chair of hospital committee, subcommittee, or task force | 4 points _____
- ☐ Member of unit-based council/ committee | 1 point each _____
- ☐ Chair of unit-based council/committee | 4 points _____
- ☐ Member of Nursing Shared Governance Council | 3 points _____
- ☐ Chair-elect/Liaison of Nursing Shared Governance Council | 4 points _____
- ☐ Chair of Nursing Shared Governance Council | 5 points _____

(Chairs may only count the chair level points, not chair and membership points)**Elective # 16: Total Points Earned = _____ (MAXIMUM OF 12 POINTS)**

Page Total = _____

ELECTIVE 17: COMMUNITY SERVICE

- | | |
|--|--|
| <input type="checkbox"/> 4 to 7 hours (2 points) | <input type="checkbox"/> 16 to 19 hours (5 points) |
| <input type="checkbox"/> 8 to 11 hours (3 points) | <input type="checkbox"/> 20 to 23 hours (6 points) |
| <input type="checkbox"/> 12 to 15 hours (4 points) | <input type="checkbox"/> 24 hours and above (7 points) |

Elective # 17: Total Points Earned = _____ (MAXIMUM OF 7 POINTS)

ELECTIVE 18: HOSPITAL SERVICE

- | | |
|---|---|
| <input type="checkbox"/> 1 to 4 years (2 points) | <input type="checkbox"/> 25 to 29 years (12 points) |
| <input type="checkbox"/> 5 to 9 years (4 points) | <input type="checkbox"/> 30 to 34 years (14 points) |
| <input type="checkbox"/> 10 to 14 years (6 points) | <input type="checkbox"/> 35 to 39 years (16 points) |
| <input type="checkbox"/> 15 to 19 years (8 points) | <input type="checkbox"/> 40 years and above (20 points) |
| <input type="checkbox"/> 20 to 24 years (10 points) | |

Elective # 18: Total Points Earned = _____ (MAXIMUM OF 20 POINTS)

ELECTIVE 19: HEALTH RELATED SPEAKER / PRESENTER

- ☐ Local Poster Presentation | 2 points x _____ = _____
- ☐ Local Speaker | 5 points x _____ = _____
- ☐ State Poster Presentation (4 points)
- ☐ State Speaker (8 points)
- ☐ National Poster Presentation (4 points)
- ☐ National Speaker (10 points)

Elective # 19: Total Points Earned = _____ (MAXIMUM OF 16 POINTS)

ELECTIVE 20: MENTOR

- ☐ Attended Mentor Class/Updates (1 point)
- ☐ Active Mentor (4 points)

Elective # 20: Total Points Earned = _____ (MAXIMUM OF 5 POINTS)

ELECTIVE 21: NURSING MEMBERSHIP PROFESSIONAL ORGANIZATION

- ☐ Member of Professional Organization | 1 point x _____ = _____ (max of 3)

Elective # 21: Total Points Earned = _____ (MAXIMUM OF 3 POINTS)

NSPDP PORTFOLIO SUMMARY TOTALS

- ☐ Level 1: 3 Cores = 30 Electives
- ☐ Level 2: 4 Cores = 40 Electives

TOTAL CORE POINTS EARNED: _____

TOTAL ELECTIVE POINTS EARNED: _____

As verified by PDP Committee members:

DATE: _____
