

**Foundation of New York State Nurses
Cathryne A. Welch Center for Nursing Research
2018 *Evidence-Based Practice Award*
Nomination Packet**

The Foundation of New York State Nurses Cathryne A. Welch Center for Nursing Research invites nominations for the *Evidence-Based Practice Award*. This award, sponsored by the Foundation of New York State Nurses, is designed to recognize excellence in implementing nursing research in the practice setting. This award will be given to an individual or group using research-based evidence to make a practice change that results in demonstrated improvement in outcomes for the patient and family, staff, community, or organization.

For those new to the process, we recommend contacting your local Regional Research Alliance for the name of mentors or contacts as well as reading the example on the Foundation website. You are also encouraged to read the article “Documenting an EBP project: Guidelines for what to include and why” by Worrall, P., Levin, R. & Cote Arsenault, D. *Journal of the New York State Nurses Association*. Fall/Winter 2009-2010 pg. 12-19 (available upon request from Research Specialist at the Foundation). Current members of the Foundation of New York State Nurses Center for Nursing Research and the Nursing Research Fellowship Program are ineligible to be nominated or to participate in the nomination process.

Eligibility for the award includes:

1. One of the leaders of the evidence-based practice (EBP) project must be a registered nurse;
2. The evidence-based practice project that is the basis for submission must have been completed within the past two years, or completed within the past five years with re-evaluation of outcomes within the past two years;
3. Institutions which have won the EBP or Clinical Practice Improvement Award in the past three (3) years are not eligible.

Nominations and supporting documents must be submitted electronically by **March 2, 2018** to:

Research Specialist
Foundation of New York State Nurses
The Veronica M. Driscoll Center for Nursing
2113 Western Avenue, Suite 1
Guilderland, New York 12084
www.jwestcott@FNYSN.org

The Nomination Packet for the Evidence-Based Practice Award consists of the following forms:

1. Instructions for Nominators
2. Nominator’s Form
3. Nominee’s Information and Statement
4. Instructions for Letters of Support
5. Review Criteria for Award (for informational purposes only)

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Instructions for the Nominator

1. Secure the nominee's permission to submit her/his name(s) in nomination for the award.
2. Complete and sign the Nominator's Form.
3. Give the nominee the Nominee Information and Statement form for completion. This document must be submitted by **March 2, 2018**.
4. Please ensure that you, or the nominee(s), obtain the following Letters of Support:
 - Chief Nursing officer or professional practice coordinator or director or individual with similar responsibilities;
 - Registered professional nurse who regularly makes decisions regarding implementation of the change in practice at the point of care; and
 - If there is a family member or client who wishes to attest to the benefit of the evidence based practice their comments, while not required, will certainly be welcome and reviewed.
5. Please submit an electronic copy with original signatures by **March 2, 2018** to:

Research Specialist
Foundation of New York State Nurses
The Veronica M. Driscoll Center for Nursing
2113 Western Avenue, Suite 1
Guilderland, New York 12084
jwestcott@FNYSN.org

Note: the nomination is not complete until we receive all documents for the application packet and all forms are properly signed.

After the Nomination Packets are received, members of the Foundation of NYS Nurses Cathryne A. Welch Center for Nursing Research will review the nominees and submit their recommendation(s) for the 2018 Awardee(s) to the Foundation of NYS Nurses Board of Trustees. The Board of Trustees will make the final decision on the awardee(s).

THANK YOU FOR SUBMITTING THIS NOMINATION!

**Foundation of New York State Nurses
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Nominator's Form

Name of Nominee(s) _____

Name/address of
Institution: _____

Please describe, in 3 double-spaced pages or less, the Evidence-Based Practice activity you are submitting for consideration for this award, and why you believe this is an outstanding example of how research-based evidence has improved practice.

Please ensure that you, **or the nominee(s)**, obtain the following Letters of Support and include them in the Nomination Packet

- Chief Nursing Officer or professional practice coordinator or director or individual with similar responsibilities.
- Registered professional nurse who regularly makes decisions regarding implementation of the change in practice at the point of care.
- If there is a family member or client who wishes to attest to the benefit of the evidence based practice their comments, while not required, will certainly be reviewed.

Nominator's Information

Signature _____ Date _____

Name _____

Title/position _____

Address _____

Telephone
Work _____; Other _____

Email _____

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Nominee's Information and Statement

Principal Nominee _____

Principal Nominee's
Signature _____ Date _____

Name/address of
Institution: _____

Title/position _____

Address (if different from above)

Telephone
Work _____; Other _____

Email _____

Name/address/title of the other members of the group. Please state their role(s) in the project.
(Use additional space as needed):

Using the criteria listed below please state why you think you (or your group) should be considered for the award. Please limit the description to 20 double-spaced pages (appendices do not count in the 20 page limit), 12 point font. APA format is required

Each of the following steps of the EBP project should be addressed:

- a. Describe the practice problem or issue including available relevant internal evidence (data).
- b. State the focused practice question.
- c. Describe the process used to search for evidence to answer the practice question.
- d. Critically appraise and synthesize the evidence; include a table of evidence.
- e. Include the practice recommendations for implementation.
- f. Describe the protocol for the evidence-based practice change (Append the full protocol, such as a hospital policy, to the nomination packet).
- g. Describe the methods for implementing the protocol.
- h. Describe the methods for evaluating the effectiveness of the change, including any instruments that were used to monitor processes or measure outcomes. Append the instruments to the packet.
- i. Present the results of the evaluation of the practice change (include findings, interpretation of findings, recommendations based upon findings). What are the measurable benefits to patients/families/nurses/community?
- j. Describe the sustainability of the practice change. What is the length of time it has been in place? What demonstrates that the change is likely to become, or has become institutionalized.

- ✓ Please send **an electronic copy** of the above information and your statement to jwestcott@FNYSN.org by **March 2, 2018**
- ✓ Please ensure that the Letters of Support have been obtained and have been forwarded

Congratulations on your nomination for this award!

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Instructions for Letters of Support

Thank you for submitting a Letter of Support for this Evidence-Based Practice project. Single page Letters of Support should indicate the benefit of the practice change at the point of care.

Please indicate from which category you are submitting a letter:

- Chief Nursing officer or professional practice coordinator or director or individual with similar responsibilities;
- Registered professional nurse who regularly implements the change in practice at the point of care; or
- Family member or client who wishes to attest to the benefit of the evidence based practice their comments, while not required, will certainly be reviewed.

Please return your Letter of Support with signature electronically to jwestcott@FNYSN.org

Thank You!

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For information only – do not complete.

CRITERIA	EVIDENCE	COMMENTS
<p>1. Each of the following steps of the EBP project will be addressed:</p>	<p>a. Describe the practice problem or issue including available relevant internal evidence (data).</p> <p>b. State the focused practice question.</p> <p>c. Describe the process used to search for evidence to answer the practice question.</p> <p>d. Critically appraise and synthesize the evidence; include a table of evidence.</p> <p>e. Include the practice recommendations for implementation.</p> <p>f. Describe the protocol for the evidence-based practice change (Append the full protocol, such as a hospital policy, to the nomination packet).</p> <p>g. Describe the methods for implementing the protocol.</p> <p>h. Describe the methods for evaluating the effectiveness of the change, including any instruments that were used to monitor processes or measure outcomes. Append the instruments to the packet.</p> <p>i. Present the results of the evaluation of the practice change (include findings, interpretation of findings, recommendations based upon findings). What are the measurable benefits to patients/families/nurses/community?</p>	

CRITERIA	EVIDENCE	COMMENTS
	<p>j. Describe the sustainability of the practice change. What is the length of time it's been in place? What demonstrates that the change is likely to become, or has become institutionalized.</p>	
<p>2 Narrative Format Requirements</p>	<p>a. The submission will be typewritten, double spaced, using a 12 point font (Arial or Times Roman).</p> <p>b. Use APA format.</p> <p>c. Text should not exceed 20 pages not including appendices.</p>	
<p>3. Letters of Support should indicate in a single page the benefit of the practice change at the point of care.</p>	<p>a. Chief Nursing officer or professional practice coordinator or director or individual with similar responsibilities.</p> <p>b. Registered professional nurse who regularly implements the change in practice at the point of care</p> <p>c. If there is a family member or client who wishes to attest to the benefit of the evidence based practice their comments, while not required, will certainly be reviewed.</p>	