

Figure H.1. Magnet Program Interim Monitoring and Evaluation Phase Timeline—Four Year Designation (page 130)

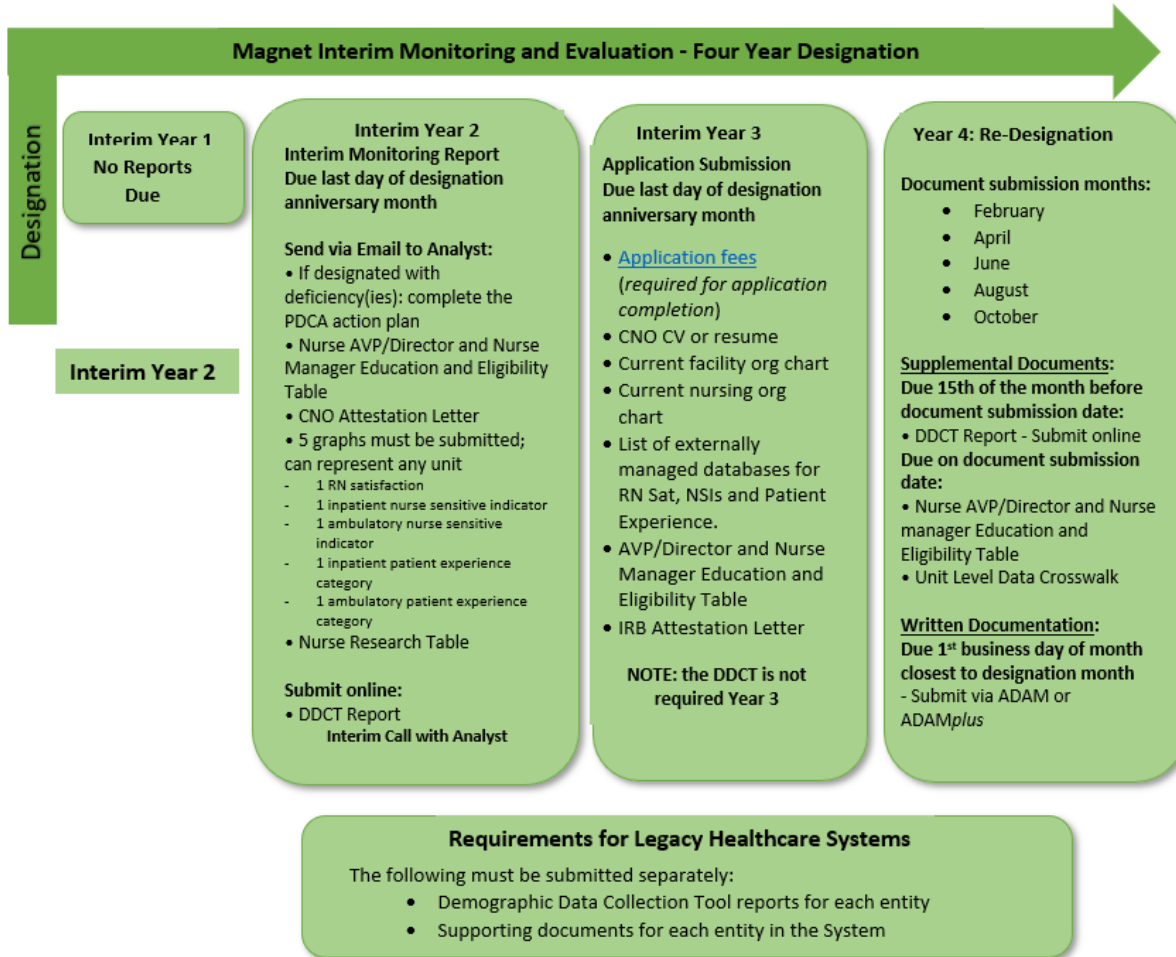


Table H.1. Magnet Program Interim Monitoring and Evaluation Timeline*
(Includes Schedule of Appraisal Review Fees) (page 131-133)

Designation Timeline	Designation Requirements
Year 1 Magnet Designation	Your anniversary month is the month that you received your Magnet designation. The DDCT is not required.
Year 2 Interim Monitoring Report The IMR is due by the last day of the anniversary month.	Interim Monitoring Report (email to Analyst) <ul style="list-style-type: none"> • For organizations that received designation with a deficiency(ies) complete the PDCA action plan <ul style="list-style-type: none"> ○ Document located with Tables and Templates on MLC • CNO Attestation Letter (see below)

Designation Timeline	Designation Requirements
	<ul style="list-style-type: none"> • Nurse AVP/Nurse Director and Nurse Manager Education & Eligibility Table • OO11 Research Table • Five (5) graphs must be submitted. Each graph should meet the requirements in the Magnet application manual for graph presentation. <ul style="list-style-type: none"> ○ Graph 1 – One graph for RN satisfaction/RN engagement (can represent any unit/ambulatory care setting) ○ Graph 2 – One graph for one inpatient nurse-sensitive clinical quality indicator (can represent any inpatient unit) ○ Graph 3 - One graph for one ambulatory nurse-sensitive clinical quality indicator (can represent any ambulatory care setting). <ul style="list-style-type: none"> ○ Include a narrative describing how the selected measure is nurse-sensitive in your organization and a narrative to describe the benchmark used ○ Graph 4 - One graph for one inpatient experience category (can represent any inpatient unit) ○ Graph 5 - One graph for one ambulatory patient experience category (can represent any ambulatory care setting) • DDCT Report (submitted online) <p><i>Once the required reports have been approved, a call will be scheduled with your Analyst to discuss any pertinent issues and answer all questions, including those involving documentation preparation for re-designation.</i></p>
<p style="text-align: center;">Year 3 Magnet Application The application is due by the last day of the anniversary month.</p>	<p>Application Requirements</p> <ul style="list-style-type: none"> • Application fees (required for application completion) • CNO CV or resume • Current facility org chart • Current nursing org chart • List of externally managed databases for RN satisfaction/RN engagement, NSIs, and patient experience. • Nurse AVP/Nurse Director and Nurse Manager Education & Eligibility Table • IRB Attestation <p>The DDCT is not required.</p>

Designation Timeline	Designation Requirements
<p style="text-align: center;">Year 4 Document Submission</p>	<p>Document Submission for Redesignation</p> <ul style="list-style-type: none"> • Due on the 15th of the month before document submission: <ul style="list-style-type: none"> ○ DDCT Report (<i>submitted online</i>) • Due on the 1st business day of your scheduled submission month. <p>Emailed to the SMPA:</p> <ul style="list-style-type: none"> ○ Nurse AVP/Nurse Director and Nurse Manager Education & Eligibility Table ○ Unit Level Data Crosswalk™ (ULDC™) <p>Submitted via <i>ADAM™</i> or <i>ADAMplus™</i> with written documentation.</p> <ul style="list-style-type: none"> ○ Organization and Nursing Organization Charts (003) ○ Copy of the Nursing Research Table (0011)
<p style="text-align: center;">Systems</p>	<p>Requirements for Systems</p> <p>The following must be submitted:</p> <ul style="list-style-type: none"> • Demographic Data Collection Tool reports for each facility • Supporting documents for each entity in the system