

## 3 Month Transition Program UMC Employee transitioning to GN/RN

<b>3<sup>rd</sup> Month Agenda</b>		Mentor Initials
<b>Orientation:</b> Is your orientation complete? Are you carrying an independent assignment / load? Have you used any of the tools you learned in the GN residency program?		
Did you have your 90 – day performance evaluation? Did you receive your TSA (Tax Sheltered Annuity) information in the mail from HR? Explain the importance of retirement planning. (2% match)		
<b>Graduate Nurse Adjustment / Reality Shock / EAP</b> How is your stress level? What do you like to do to relieve stress? Are you enjoying your role as a nurse? _____ Do you feel like you are contributing to the team? Do you feel comfortable/confident?		
Have you ever experienced a medication error? If so, how did you feel about it? What did you learn from the experience? Would you have done anything differently? Do you know how to report a medication error?		
<b>Committee Involvement:</b> Do you have any nursing topics in which you are passionate about? Assess for potential committee involvement. ( <i>4 Collaboratives available-EC, Pedi, M/S and Critical Care</i> ) Have you been asked to participate in a committee? Is this a goal for you? _____ What are some committees or projects that you might enjoy participating?		
<b>Unit Based Councils and Shared Governance:</b> Are you aware of who is on your Unit Based Council (UBC) or who chooses your UBC?		
<b>The Nursing Career Ladder: {Policy NA 124.0 (RN) and 124.1 (LVN)}</b> Have you started working on it? (GN residency program reviews it) You will need to have 12 months UMC tenure and you can reapply every 12 months. The forms for the Nursing Career Ladder can be found on-line via the UMC intranet as well as the <a href="http://www.umchealthsystem.com">www.umchealthsystem.com</a> website		
<b>Texas BON (Board of Nursing)</b> <a href="http://www.bon.texas.gov">www.bon.texas.gov</a> When do you renew? Do you know how to renew or change your address/name? Free CNE's are available here at UMC. 20 CNE's required with 2 <sup>nd</sup> renewal and Jurisprudence / Ethics and Geriatric CE requirements also Are you familiar with the Nursing Reference Center? _____		
<b>PROGRAM END EVALUATION: (Requirement to ensure confidentiality)</b> The mentee will complete the survey and place in an envelope for the mentor to turn into Nurse Recruitment ( <b>the MENTEE must SEAL the envelope &amp; the MENTEE must SIGN the seal</b> ). Evaluations are only accepted if mentee signed the seal.		

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Mentee Printed Name                      Date

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Mentor Printed Name                      Date

\_\_\_\_\_  
Mentee Signature                      Date

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Mentor Signature                      Date