## CAREER LADDER NURSE DIRECTOR CHECKLIST

Applicant N	Name:						
Seeking status as (circle one):		RN I LVN I	RN II LVN II	RN III LVN III	RN IV	RN V	
Has this nu 12-month p	rse been placed on period?	final writte	n warning or s YES		me within the ector Initials		
Has the em	ployee given termin	nation notic	e? YES	NO Dire	ector Initials		
Per policy l	HR #38, is this emp	oloyee upho	lding the Stand YES		ence and SIOP ector Initials		
Status:	Full-time	Part-	time	PRN	Resource P	ool	
CRITERIA Instructions the appropr	s: Please verify the	criteria met	in the PAST	' 12 MONTH	${f S}$ by placing ${f y}$	your initials in	
Employee Initials	Director Initials Charge	Nurse / Uni	it Preceptor				
	Membe	Member Unit-Based Committee – Name of committee					
	Chair/C	Chair/Co-Chair Hospital Comm. – Name of committee					
	Project	Project Leader, Unit-Based Project – Describe					
	Implementation of Technology – Describe						
	Identify & Initiate Process Change – Describe						
	Improvement from Innovation – Describe						
	Developed Dept. Evidenced- based Practice/Quality Improvement Project - Describe						
	Other –	Describe					
I verify that	t the above informa	tion is accu	rate.				
Nursing Di	irector:	Department:					

Reviewed 06/01/2025