

OFFICE OF THE DIRECTOR OF MEDICAL EDUCATION ANDHRA PRADEH HYDERABAD
RcNo 1746/NA-II/2013

Dated: 29-1-2013

Sub:- DME-Estt-NA- National Florence Nightingale Nurse Awards for the year 2013
Submission of nomination with service particular of Nurse – request - regarding

Ref:- Govt Memo No 216/K1/2013-1 HM&FW (K1) Dept dated 08-01-2013

@@@

It is informed that the Government have requested to give wide publicity and obtain nominations from Government / Private Hospitals and convene the committee constitute for the purpose for making necessary recommendations and submit the necessary nominations with the required resume and documentary evidence etc at the earliest for NFNN Awards for the year 2013.

The officers noted in the dispatch entries are requested to **submit the nominations of Nurses** and recommendations with service resume prescribed perform and documentary evidence or on before 20-02-2013 for **National Florence Nightingale Nurses Awards** for the year 2013.

This should be treated as most urgent

Sd/-Dr.K.Vishnu Prasad
Director of Medical Education

// t.c.f.b.o.//

Sd/-
Superintendent

To

All the Regional Director of Medical and Health Services in the State

All the Superintendents of Teaching Institutions in the State

All the Principals of Govt College of Nursing in the State

All the Principals of School of Nursing in the State

Copy to the Registrar, I.M.A Hyderabad

Copy to the Director of Public Health & F.W, Hyderabad

Copy to the Registrar, A.P Nursing Council Hyderabad

Copy to the Director/ RIMS.GGH in the State

Copy to the Chief Information Officer, o/o DME AP Hyd with a request to communicate the above matter in official DME website

Copy to the stock file

**APPLICATION FORM FOR NATIONAL FLORENCE NIGHTINGALE NURSES
AWARD 2013**

Past
Recent
Photograph

1. Name (In Block letters) _____
2. Age with date of birth
(In Christian Era) _____
3. Father's/Husband's Name _____
4. Complete Present Address
For communication with PIN

- 4.1 Telephone Number (Res.) _____
- 4.2 Mobile Number _____
- 4.3 Email address, if any _____
5. Complete Permanent Address
With PIN Code

6. Name & Complete address of
Hospital/Institution where
working

- 6.1 Telephone Number (office) _____
- 6.2 Email address, if any _____
7. Post held at present

8. Whether retired if so, the date
of retirement

9. Post held at the time of retirement _____

10. Details of experience in nursing services _____

11. Academic Qualifications _____

12. Professional Qualifications _____

13. Membership with professional organization _____

14. Any other information _____

15. Resume of the Applicant as per **Annexure - III** _____

Signature _____

Recommended by - Nursing Superintendent/Principal/District Medical Officer/District Public Health Nursing Officer etc.

Signature

Seal

Forwarded by Secretary, Health & FW (State Selection Committee for the Awards)

Signature

Seal

Place & Date

ANNEXURE - I

CRITERIA FOR SELECTION FOR THE NATIONAL FLORENCE NIGHTINGALE
NURSES AWARD.

1. The nominations should be called from State Government, Central Government, Private institutions/ Missionaries and Prominent Voluntary organizations of the concerned State.
2. All nominations should be handled by the Secretary of Health and Family Welfare of the concerned State.
3. The applications of the recommended Awardees must invariably be sent after making selection by the State Selection Committee headed by Secretary, Health and Family Welfare.
- 4.(a). *No nomination in any case should be sent without considering and recommendation of the State Selection Committee. If the nomination is received without the recommendation that will not be considered by the Central Selection Committee.*
- 4.(b) Experience: Minimum 10 years of experience in any one of the avenue, in case of, extraordinary performance age may not be a constraint.
5. The nurse selected for a national meritorious award should furnish documents to the satisfaction of the selection committee that she/he has performed beyond the normal expectation of the job when compared to others with equivalent attributes according to one or more of the following criteria. The instructions for preparing resume of the nominee are at **Annexure – III** and should be strictly followed: -

NURSING SERVICE AND COMMUNITY

- 6(i) *The nurse in her/his regular job in the hospital or community contributes to improve patient/family community care by exceeding the limitations of the job functions as demonstrated by:*
 - a. *Development or organization of a unit of responsibility which provides extraordinary care to patients by increasing own skills and knowledge, developing staff, procuring supplies and equipment, streamlining techniques and maintaining esprit de corps sufficient to bring recognition to the employing organization in the medical community.*
 - b. *Development of a community or section of a community in the betterment of their collective health status through increasing own skills and knowledge, developing staff, procuring supplies and resources, and maintaining esprit de corps sufficient to bring recognition to the employing organization in the medical community.*
- 6(ii). *The nurse who has a regular job but in times of emergency of crisis such as accident, fire, flood or famine, which may occur at any time, performs in a heroic manner without regard to her/his own time, safety and/or possessions as demonstrated by:*
 - a. *Rescuing a person (s) under hazardous conditions.*
 - b. *Performing life saving techniques with a successful outcome.*
 - c. *Prevention of a catastrophe by initiative taken or leadership assumed without official sanction (firefighting, evacuation, mob control)*

- d. *Remaining at post over an extended period of time which aids in the recovery of a group community following a disaster such as organizing communication, nutrition first aid, evacuation or other activities which become necessary in emergencies.*

6(iii). *The nurse who has regular job in the Hospital/Community is:*

- a. *Associated/contributed extra ordinary with activities or programmes such as Leprosy Control, Tuberculosis, HIV Aids, Cancer care, Palliative care, Mental Health, other communicable and non-communicable illness, Psychiatric Mental Health, old age management, Special children (Mental Retardation physically challenged, under privileged) and Contribution in National Health Programme.*
- b. *Working in difficult areas like Tribal and other interior remote area*

NURSING EDUCATION

7. The nurse in her/his regular job in an educational setting contributes to the quality or quantity of education excess of the job expectations as demonstrated by:
- a. Development or initiation of an innovative curriculum programme of study or teaching materials that brings recognition to the organization which pays her/his salary.
- b. Preparation of textbook, teaching manual or educational film that is accepted and used beyond her/his educational setting and brings recognition to the organization which pays her/his salary.
- c. Contributing in the research activities/ articles/ workshops / conferences/ publications towards the standard of education (NEW).

NURSING ADMINISTRATION (NEW)

8. Nurse in her/his job in an administrative setting in terms of hospitals/ community/ educational institutions/ any other agencies/heading any nursing sector.

Extraordinary:-

- a. Contribution towards standard of patient care in the hospital
- OR**
- b. Improvement made in the status and welfare of the community.
- OR**
- c. Performance in excelling the educational standard in the teaching institution.
- OR**
- d. Innovative changes made in the administrative set up.

MERITORIOUS AWARDS

INSTRUCTIONS FOR PREPARING A RESUME ON A NOMINEE

1. The narration should give the time, the place, the circumstances, the deed and the recognition of the event which qualifies the individual for nomination. Newspaper articles, journal articles, letters of appreciation or other documentation which strengthen candidate's application could be sent.
2. The committee is looking for outstanding performance or that performance which is beyond the normal expectations held for every satisfactory employees. Normally one expects every employees to report on time for duty, to report when assigned for duty, to be clean, neat, courteous and loyal to the employer. Normally one expects employees to be prepared for the position they hold and be responsible for their own continuing education through self-study or participation in service or formal through self study or participation in service or formal continuing education programme. It s expected that the nurse will work as a member o the team to improve nursing care and nursing education.
3. Past education and experience of the individual may be documented but that in itself will not contribute to the selection of the nominee. The Committee is looking for outstanding performance which occur as the result or in spite of education and experience.
4. Mere listing of distinctions received in educational programme are not to be encourage as many of the outstanding deeds in history have been performed by persons who were not outstanding academically.
5. Avoid use of sweeping statements and the use of subjective adjectives such as a devoted, enthusiastic, living example, good service record, very good work selfless worker, honest, efficient and meritorious record etc. The facts only should be brought out.
6. The resume should not be more that two pages.