**CLINICAL LADDER RESOURCES**

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CLINICAL LADDER APPLICATION RESOURCES
There are experienced clinical ladder RNs who are available throughout the health system to assist RNs in understanding the clinical ladder criteria, application process and to assist with application development. First time applicants are encouraged to discuss their clinical ladder application with members of the clinical ladder review committee. Call Rose Lach for a referral.

CLINICAL LADDER INFORMATION
Available on Loyola University Health System Intranet www.luhs.org
  Clinical Ladder Updates
  Clinical Ladder Criteria
  Clinical Ladder Guidelines
  Resource Lists/Weighted Certifications

APPLICATION FORMS
Available on Loyola University Health System Intranet www.luhs.org
New Applications:
  For applicants not currently level 3 or 4 in Clinical Ladder
  For level 3 applicants seeking a level 4 position.
Renewal Applications:
  For applicants seeking to retain current level 3 or 4.

Application forms may be requested to be e-mailed in word format for use in completing an application.

APPLICATION DEADLINES
January 31, April 30, July 31, October 31

APPLICATION E-MAIL ADDRESS
NCL@lumc.edu

NURSING COURSEWORK EQUIVALENTS FOR CONTACT HOURS
  One semester hour is equivalent to 15 contact hours
  One trimester hour is equivalent to 12 contact hours
  One quarter hour is equivalent to 10 contact hours

To utilize nursing coursework for both CEUs and weighted points, applicant must have at least 1 course beyond what is needed for CEUs.

CMEs MAY BE USED FOR CEUs
  1 CME = 1 CEU
UNITS THAT REQUIRE ACLS (as of 1/2011) For these units ACLS may not be utilized for CEU credits or weighted points.

- 2 ICU
- 2 W Neuro ICU
- 4 ICU
- BMTU
- MICU
- Cardiac Cath Lab
- Cardiographics
- CCU
- ED
- EP Lab
- Off Campus sites with Conscious Sedation

- GI Lab
- HTU
- L & D
- Burn ICU
- Diagnostic Cardiac Testing areas
- MRI
- PACU
- Radiation Oncology
- Special Procedures - Radiology
- Immediate Care Sites

UNITS THAT REQUIRE PALS (as of 8/2011) For these units PALS may not be utilized for CEU credits or weighted points.

- Burns/BICU
- Emergency Department
- GI Lab
- Heart and Vascular Center Holding
- MRI
- Oral Health
- Pediatrics
- Pediatric ICU
- PACU
- Radiology

LIAISON ROLES AND WEIGHTED CRITERIA

Liaison Role—Participation in a LUHS wide committee as a liaison is worth 2 points (Quality Improvement)

Required Documentation: Verification from committee chairperson and manager using the committee participation letter.

Liaison Responsibilities: Attend meetings regularly (75% of time)

- Disseminate information gained in meetings with staff
- Acting as a resource utilizing your expertise (no additional points)
- Quality data collection related to you liaison role

Active in work through subcommittees or work outside of committee meetings is 2 points

Additional but must be activities beyond the basic expectations of all members. Any one system wide committee may only result in 4 points for participation and subcommittee work.

Additional Points May be Accumulated through activities that come as a result of your liaison role that go beyond those identified above.

In-services—(Knowledge Seeker)

Provide in-services developed by peer or Education and Support Services

2 points/different in-service

Develop and provide in-service that you develop

4 points/in-service developed and given

Required documentation: Objectives, outline and verification from manager/educator or liaison chair that inservices were given.
Initiate and lead a **Unit Based Committee**—(Quality Improvement)

Lead a committee to enhance the function of your own unit coming out of your liaison role.

**2 points**

*Required documentation:* Purpose of committee, membership, outcomes achieved or current status of work with verification of unit manager.
NATIONAL BENCHMARKED ADVANCED CERTIFICATIONS IN NURSING SPECIALTIES

An Advanced Certification can be considered to meet the certification requirements for Level 4 of the clinical ladder or to receive three points for certification for Level 3 if:

- The certification is recognized by a national professional nursing organization
- The applicant meets the requirements for renewal
- The certification is NOT required or NOT being paid by the nursing department to meet job requirements.

THE FOLLOWING CERTIFICATIONS ARE WEIGHTED AT 1 POINT EACH FOR STAFF WHO ACQUIRE AND MAINTAIN THESE CERTIFICATIONS THAT ARE NOT MANDATED BY THEIR DEPARTMENT OR PATIENT POPULATION. These certifications do not meet the required certification for a level 4 application.

- Advanced Cardiac Life Support (ACLS)
- Pediatric Advanced Life Support (PALS)
- Advanced Burn Life Support (ABLS)
- Neonatal Resusciation Program (NRP)
- Emergency Nurse Pediatric Course (ENPC)
- Certified Advanced Trauma Nurse (CATN)
- Trauma Nurse Core Curriculum (TNCC)* required in ED/no points
- Pre-Hospital Registered Nurse

THE FOLLOWING CERTIFICATIONS ARE WEIGHTED AT 3 POINTS EACH FOR THE NURSING CLINICAL LADDER WEIGHTED CRITERIA LEVEL 4 OR MAY BE USED TO MEET LEVEL 4 REQUIRED CRITERIA (ANY CERTIFICATION PROVIDED THROUGH AACN CERTIFICATION CORPORATION):

- Advanced Oncology Certified Nurse (AOCN)
- Board Certified, Cardiovascular Nurse (I,II,III) (BC, CVN)
- Cardiac Medicine Certification (CMC)
- Cardiac Surgery Certification (CSC)
- Certified Ambulatory Perianesthesi (CAPA)
- Certified Continence Care Nurse (CCCN)
- Critical Care Registered Nurse (CCRN)
- Certified Clinical Transplant Coordinator (CCTC)
- Certified Diabetic Educator (CDE)
- Certified Dialysis Nurse (CDN)
- Certified Emergency Nurse (CEN)
- Certified Enterostomal Therapy Nurse (CETN)
- Certified Flight Nurse (CFN)
- Certified Gastroenterology Registered Nurse (CGRN)
- Certified Hospice and Palliative Care Nurse (CHPN)
- Certified Lactation Consultant (CLC)
<table>
<thead>
<tr>
<th>Certification</th>
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<tbody>
<tr>
<td>Certified Medical Surgical Registered Nurse</td>
<td>CMSRN</td>
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<td>Certified Nephrology Nurse</td>
<td>CNN</td>
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<tr>
<td>Certified Operating Room Nurse</td>
<td>CNOR</td>
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<tr>
<td>Certified Neuroscience Registered Nurse</td>
<td>CNRN</td>
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<tr>
<td>Certified Nutrition Support Nurse</td>
<td>CNSN</td>
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<tr>
<td>Certified Ostomy Continence Nurse</td>
<td>COCN</td>
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<tr>
<td>Certified Occupational Health Nurse</td>
<td>COHN</td>
</tr>
<tr>
<td>Certified Occupational Health Nurse-Specialist</td>
<td>COHN-S</td>
</tr>
<tr>
<td>Certified Post Anesthesia Nurse</td>
<td>CPAN</td>
</tr>
<tr>
<td>Certified Pediatric Nurse</td>
<td>CPN</td>
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<tr>
<td>Certified Pediatric Emergency Nurse</td>
<td>CEPN</td>
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<tr>
<td>Certified Pediatric Oncology Nurse</td>
<td>CPON</td>
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<tr>
<td>Certified Plastic Surgery Nurse</td>
<td>CPSN</td>
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<tr>
<td>Certified Procurement Transplant Coordinator</td>
<td>CRNCT</td>
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<tr>
<td>Certified Registered Nurse First Assist</td>
<td>CRNFA</td>
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<tr>
<td>Certified RN Infusion/Intravenous Therapy</td>
<td>CRNI</td>
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<tr>
<td>Certified Registered Nurse in Ophthalmology</td>
<td>CRNO</td>
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<tr>
<td>Certified Rehabilitative Registered Nurse</td>
<td>CRRN</td>
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<tr>
<td>Certified Urology Nurse</td>
<td>CURN</td>
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<tr>
<td>Certified Vascular Nurse</td>
<td>CVN</td>
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<tr>
<td>Certified Wound Continence Nurse</td>
<td>CWCN</td>
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<tr>
<td>Certified Wound Ostomy Continence Nurse</td>
<td>CWOCN</td>
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<tr>
<td>Commission for Case Management Certification</td>
<td>CCMC</td>
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<tr>
<td>Certified Holistic Care Nurse</td>
<td>HNC</td>
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<tr>
<td>Electronic Fetal Monitoring</td>
<td>EFM</td>
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<tr>
<td>Hemapheresis Practitioner</td>
<td>HP</td>
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<tr>
<td>Nationally Certified School Nurse</td>
<td>NCSN</td>
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<tr>
<td>Oncology Certified Nurse</td>
<td>OCN</td>
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<tr>
<td>Certified Orthopedic Nurse</td>
<td>ONC</td>
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<tr>
<td>Progressive Care Certified Nurse</td>
<td>PCCN</td>
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<tr>
<td>Trauma Nurse Specialist</td>
<td>(TNS)* 3/31/15—No longer useable as certification</td>
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<tr>
<td>Registered Nurse-Board Certified (see following list)</td>
<td>(RN-BC)</td>
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<tr>
<td>Administration</td>
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<tr>
<td>Adult Health</td>
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<td>Ambulatory</td>
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<td>Cardiovascular</td>
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<td>Case Management</td>
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<td>Gerontology</td>
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<td>Informatics</td>
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<td>Medical-Surgical</td>
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<td>Pain Management</td>
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<td>Pediatric</td>
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<td>Professional Development</td>
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<td>Psychiatric Mental Health</td>
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<tr>
<td>Certified Registered Nurse (see following list)</td>
<td>(RNC)</td>
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<tr>
<td>Psychiatric and Mental Health Nurse</td>
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<tr>
<td>Medical-Surgical Nurse</td>
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<td>Gerontological Nurse</td>
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Pediatric Nurse
High Risk Perinatal Nurse
Neonatal Intensive Care Nurse
Low Risk Neonatal Nurse
Maternal Child Nurse
Community Health Nurse
School Nurse
General Nursing Practice
Nursing Continuing Education/ Staff Development
Cardiac Rehabilitation Nurse
Informatics Nurse

A NURSE PRACTITIONER CERTIFICATION MAY BE USED FOR THE WEIGHTED CRITERIA AT 3 POINTS OR MAY BE USED FOR THE LEVEL 4 REQUIRED CRITERIA:

If the Registered Nurse is utilizing the advanced knowledge as appropriate for and functioning within the responsibilities of the staff nurse role.

THE FOLLOWING CERTIFICATION IS WEIGHTED AT 3 POINTS EACH FOR THE NURSING CLINICAL LADDER WEIGHTED CRITERIA:

- Basic Life Support Instructor (BLS-I)

THE FOLLOWING CERTIFICATIONS ARE WEIGHTED AT 4 POINTS EACH FOR THE NURSING CLINICAL LADDER WEIGHTED CRITERIA:

- Advanced Cardiac Life Support Instructor (ACLS-I)
- Pediatric Advanced Life Support Instructor (PALS-I)
- Advanced Burn Life Support Instructor (ABLS-I)
- Neonatal Resuscitation Program Instructor (NRP-I)
- Emergency Nursing Pediatric Course Instructor (ENPC-I)
- Trauma Nursing Core Course Instructor (TNCC-I)

To document for weighted points applicant must include a copy of a valid card and a letter from LUMC Training Center validating a minimum of 4 dates taught at LUMC in the past 2 years. You may provide a copy of the same letter for two years in a row.

*PROFESSIONAL CERTIFICATIONS* not listed above may be submitted to the Review Committee with a request to determine if they meet the level 4 Required Criteria or if they qualify for Weighted Points. When requesting the Review Committee assess a certification information must include

1. who offers the certification,
2. what is required to be awarded the certification and
3. what is required to maintain the certification.
CLARIFICATION OF EMERGENCY NURSE CERTIFICATIONS-ALLOWED & NOT ALLOWED

a. **Approved by the Emergency Nurse Association (ENA), these are Not allowed for the emergency nurse certification because they are an emergency nurse job requirement and/or their education is paid by the department:**
   - TNCC* (implement: 3/15/2015)
   - ENPC* (implement: 3/15/2015)

*NOTE: These certifications are allowed for nurses employed outside the emergency department because it is NOT required for their job nor is their education is paid by the department.

b. **Approved by the State of Illinois, these are NOT allowed for emergency nurse certification because they are a state, not national requirement:**
   - TNS (implement 3/15/2015)
   - ECRN (implement 3/15/2015)

c. **Approved by the ENA, these ARE allowed for emergency nurses certification requirements:**
   - CPEN (pediatric)
   - CEN (adult)

CLARIFICATION OF L&D NURSE CERTIFICATIONS-ALLOWED & NOT ALLOWED

1. **Approved by the ANCC, these are Not allowed for L&D nurse certification because they are a L&D job requirement and their education is paid by the department:**
   - EFM (implement 1/1/2016)