



# Smiths Medical Canada Ltd Educational Award

Canadian Association of Critical Care Nurses

## Cover Sheet

Name: \_\_\_\_\_  
Printed

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Total of Accumulated Merit Points = \_\_\_\_\_  
(added from all accompanying record sheet)

Included with this application:

- Completed Personal Information Sheet
- Record Sheet for \_\_\_\_\_ to \_\_\_\_\_
- All Supporting documentation requested on Record Sheet
- Letter of reference from current employer
- Proof of student status

**Deadline for Submission: January 31 and September 1 annually**

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The CACCN Educational Awards have been established to provide funds (\$1000.00 each) to assist critical care nurses to attend continuing education programs at the baccalaureate, masters and doctorate of nursing levels. All critical care nurses in Canada are eligible to apply, except members of the CACCN board of directors.

## Criteria for application

1. Be an active member of CACCN in good standing for a minimum of one (1) year.
2. Demonstrate the equivalent of one (1) full year of recent critical care nursing experience in the year of the application.
3. Submit a letter of reference from his/her current employer.
4. Be accepted to an accredited school of nursing or recognized critical care program of direct relevance to the practice, administration, teaching and research of critical care nursing.
5. Has not been the recipient of this award in the past two years.
6. Incomplete applications will not be considered; quality of application will be a factor in selecting recipient.

## Application process

1. Submit a completed CACCN educational award application package to National Office (forms package online at [www.caccn.ca](http://www.caccn.ca)).
2. Preference will be given to applicants with the highest number of merit points).
3. Keep a record of merit points, dating back three (3) years.
4. Submit all required documentation outlined in criteria - candidate will be disqualified if documentation is not submitted with application.
5. Presentations considered for merit points are those that are **not** prepared as part of your regular role responsibilities.
6. Oral and poster presentations will be considered.

## Post-application process

1. All applications will be acknowledged in writing from the awards committee.
2. Unsuccessful applicants will be notified individually by the awards committee.
3. Recipients will be acknowledged at the Dynamics of Critical Care Conference and be published in the official journal.

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## ***Personal Data***

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone: Home ( ) \_\_\_\_\_ Work ( ) \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Employer: \_\_\_\_\_

Position: \_\_\_\_\_

CACCN #: \_\_\_\_\_ Member since: \_\_\_\_\_

## ***Description of Educational Request***

Program of Study: \_\_\_\_\_

School/University: \_\_\_\_\_

Expected Date of Completion: \_\_\_\_\_

## ***Expenses Annually:***

Tuition: \$ \_\_\_\_\_ Accommodation: \$ \_\_\_\_\_ Transportation: \$ \_\_\_\_\_

**Name:** \_\_\_\_\_

***Curriculum Vitae***

School of Nursing: \_\_\_\_\_ Date of Graduation: \_\_\_\_\_

Diploma/Degree Conferred: \_\_\_\_\_

Previous Post-Basic Education: \_\_\_\_\_

\_\_\_\_\_

Nursing Experience: \_\_\_\_\_

\_\_\_\_\_

Professional Affiliations: \_\_\_\_\_

\_\_\_\_\_

***Involvement with CACCN:***

Participation in CACCN: \_\_\_\_\_

\_\_\_\_\_

Future Contributions: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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## Record of Merit Points for \_\_\_\_\_ to \_\_\_\_\_ (3 years)

Please complete three years of Merit Points on one record sheet.

Supporting documentation **MUST** be included with submission.

Criteria	Documentation Required	Points Available	Year	Year	Year	Total Points
1. Current CACCN Member	Photocopy CACCN membership card	Points per year 25				
2. Attendance at Chapter Meetings	Attendance sheets of meetings attended	Points per meeting 10 (maximum 40 points)				
3. Attendance at Chapter workshop or Critical Care Workshop	Names of workshops attended	Points per Workshop 10				

Criteria	Documentation Required	Points Available	Year	Year	Year	Total Points
4. Completion of CACCN CEU's	Provide evidence of successful completion	Per CEU completed      05				
5. Attendance at DYNAMICS	Dates attended	Points per year      25				
6. Executive of CACCN (past national and/or current or past local)	Positions      Dates	Points per Position: Chapter      50 National      75				
7. Speaker at meeting, workshop, conference	Date, time, place and topic for each presentation (Presentations must not be those required as part of your employment duties)	Points per presentation: Local      10 Provincial      25 National      50				

Criteria	Documentation Required	Points Available	Year	Year	Year	Total Points
8. CACCN Committee Member (national and/or local)	Committee / dates involved	Points per Committee: Chapter 25 National 50				
9. Liaison link between CACCN and Hospital	Name of hospital(s)	Points Annually 10				
10. Completion of recognized post-graduate course in critical care nursing	Name of each course completed	Points for completion: 30  May only be claimed for one of the three years				
11. Article related to health published	Name of article, date and place published	Points per Article:  Newsletter 10 Publication: Non-peer reviewed 25 Peer reviewed 75				

Criteria	Documentation Required	Points Available	Year	Year	Year	Total Points
12. Current CNCC(C) OR CNCCP (C)	Date and city of certification	Points for Certification 25  May only be claimed <b>once</b> on the application				
TOTAL MERIT POINTS ACCUMULATED _____ to _____ (3 Years)						

**Note: if supporting documentation showing accumulated points is NOT included, the entry will be disqualified.**