PEN PROGRAM
Professional Excellence in Nursing

Clinical Nurse III= 20 points (Initial) 22 pts (renewal)
Clinical Nurse IV= 35 points (Initial) 37 pts (renewal)

Refer to the PEN Clinical Ladder Reference Manual for detailed information on the Performance Criteria to complete your application as well as checking the new or renew application sheet to ensure all components are complete.

Primary clinical education (self/others)-Only

Highest degree obtained counts	Points	Total
Masters of Science in Nursing	5 pts	
Masters degree in health related field	4 pts	
Bachelors of Science in Nursing	4 pts	
Bachelors degree in health related field	3 pts	
Bachelors degree	1 pt	
Specialty certification (CCRN, ONC, etc.)	3 pts/max 6pts	
Instructor (BLS/ACLS/PALS/TNCC)	3 pts/max 6pts	
Preceptor Education Program (can only use one time)	2pts	
Super User trainer	2pt/can use this topic twice max of 4 pts	
Formal preceptor	1pts/70 hours (max of 5 pts)	
Clinical Ladder (PEN) mentor	1 pt/applicant (max 5 pts)	
	TOTAL	

Nursing Guidelines/Policy development	Points	Total
Develops nursing guideline or policy	2pts/guideline for max of 4 pts	
Revision of nursing guideline or policy	1pt for every 5 guidelines/policies for max 2 pts	
	TOTAL	

Development of patient education materials	Points	Total
Develops and implements patient education	2pts/each for a max of 4 pts	
	TOTAL	

In-service presentation

	Points	Total
Coordinates, organizes and presents in-service for CE	5pts/max 10pts	
Coordinates, organizes and presents in-service	4pts/max 8pts	
Present unit education information/competency (ie: skills lab)	1pt/session for max of 5 pts	
Develops poster for unit/department education	2pts/poster board for a max of 4 pts	
	TOTAL	

Special projects

	Points	Total
Special project	3pts	
Special Project with implementation	5pts	
Published article/chapter	5pts	
Submitted article	4pts	
Published chapter in book: co-author	3pts	
Grant writing/assist with grant writing	5pts/3pts	
Acquires skills over and above department expectation (TNCC, SANE, Biotherapy, ACLS etc)	2pts/each	
Acquires skills over and above department expectations (interviewing panel for unit/department new hires) *(2 points) can only use once.*	2pts	
	TOTAL	

Committee participation

	Points	Total
Officer or board member of a professional nursing organization	5pts /max 10pts	
Member of a professional nursing organization	2pts/max 4pts	
Chair of committee	4pts/max 8pts	
Co-chair of committee	3pts/max 6pt	
UTMC committee member	2pts/committee/max 6pt	
	TOTAL	

Attend national/state/regional conference

	Points	Total
Certificate of attendance *(3 points) can use 4 per renewal period or 2 per year; for a maximum of 12 points (2 Conferences max per year)*	3pts/can use 4 per renewal period or 2 per year; for a maximum of 12 points (2 Conferences max per year)	
Presenting information to staff from conference (in-service/poster board)	5pts/max 10pts	
	TOTAL	

Performance/quality improvement activities

	Points	Total
Formal performance improvement project	5pts	
Data collection for performance Improvement Project (handwashing, CAUTI, ect.) **(2 points) can use 2 for a maximum of 4 points**	2pts/max 4pts	
	TOTAL	

Community outreach activity, health-care related

	Points	Total
Leadership/organization of each event: UT/ UTMC promoted event	5pts/max 10pts	
Leadership/organization of each event: Non UT/UTMC promoted event	4pts/max 8pts	
Participant at event: UT/UTMC promoted event	2pts/event(max 4pts)	
Participant at event: Non UT/UTMC promoted event	1pts/max 2pts	
Medical mission	5pts/max 10pts	
	TOTAL	

Positive customer experience

	Points	Total
Patient Recognition: Specifically named/ recognized by a customer or Award nomination (Daisy)	(1 point/mention for a/max of 6 point)	
Nursing Awards: Awards recognized by Nursing Administration	(2 points for receiving the award/max of 6 points)	
Daisy Award Individual or Team: Specifically named or recognized by a customer	(1 point/for Team "The Daisy Award"; 3 points for receiving an individual "The Daisy Award"/ max of 7 points)	
	TOTAL	

Years of active RN experience

	Points	Total
5-15 years as a RN	1pt	
>15 years as a RN	3pts	
	TOTAL	

Years of active RN experience at UTMC

	Points	Total
1-4 years as UTMC RN	1pt	
5-9 years as UTMC RN	2pts	
10-14 years as UTMC RN	3pts	
15-19 years as UTMC RN	4pts	
≥20 years as UTMC RN	5pts	
	TOTAL	

CE beyond 24 in the last 2 years

	Points	Total
30-33 CE's	1pts	
34-37 CE's	2pts	
37+ CE's	3pts	
College Credit (1 credit=15 CE)	█████	
	TOTAL	