

NURSING SCHOLARSHIP PROGRAM

NSP Graduates: Transitioning from School to Successful Service Completion

Division of Nursing and Public Health
Bureau of Clinician Recruitment and Service
Health Resources and Services Administration
U.S. Department of Health and Human Services

January 10, 2013

BUREAU OF CLINICIAN RECRUITMENT & SERVICE



Congratulations 2012 Graduates!

Your nursing training will pave the way to a rewarding career at an eligible health care facility with a critical shortage of nurses.



Next Steps

- Requirements after graduation
- Eligible sites
- In-service requirements
- Service completion
- Customer Service Portal



Scholar Requirements & Eligible Sites for Service

- ✓ What are the requirements after graduation?
 - Obtain a nursing license and find employment within 6 months
 - Obtain approval of employment site by contacting the Monitoring & Transition Team (MTT) PRIOR to signing your employment contract
 - Submit 1) Initial Employment Verification, 2) signed Authorization to Release Employment Information & 3) copy of your license to NSP program staff
 - For unsuccessful licensing board attempt(s) after 6 months, contact the MTT to request a suspension via the Customer Service Portal

- ✓ What are the eligible sites for service?
 - Critical Shortage Facilities within the United States and U.S. Territories

Scholar Requirements & Eligible Sites for Service

| | |
|--|--|
| Ambulatory Surgical Center | Indian Health Service Center |
| Critical Access Hospital | Native Hawaiian Health Center |
| Disproportionate Share Hospital | Non-Federal, Non-Disproportionate Share Hospital |
| Federal Hospital | Nursing Home |
| Federally Qualified Health Center or FQHC Look-Alike | Rural Health Clinic |
| Home Health Agency | Skilled Nursing Facility |
| Hospice Program | State or Local Public Health and/or Human Service Department |

Scholar Requirements & Eligible Sites for Service

Ineligible facilities include, but are not limited to:

- Free-standing clinics that do not qualify as a facility or as a CSF
- Renal dialysis centers
- Private practice offices
- Assisted living facilities
- Clinics in prisons and correctional facilities

In-Service Requirements

What happens after I begin my employment?

You will be required to submit a service verification form *every 6 months* until you have successfully fulfilled your service obligation.

6 month In-Service Verification Form (ISV) includes:

- Dates of employment in 6 month increments
- Hours worked per week
- Number of days of leave taken during the 6 month time period
- Name and address of approved facility



Full-Time *or* Part-Time Service Requirements

Perform Full-Time or Part-Time Clinical Service

Participants may satisfy their service obligations on either a full-time or part-time basis.

- **Full-Time clinical practice**
 - Is a minimum of 32 hours per week
 - **Part-Time clinical practice**
 - Is a minimum of 16 hours per week and up to a maximum of 31 hours per week
- ❖ *Participants wishing to serve part-time must first obtain approval from the Monitoring & Transition Team. This will extend your service obligation so that the aggregate amount of service performed will equal the amount of a full-time service obligation.*

Transferring Facilities

- The NSP expects you to fulfill your obligation at the NSP-approved critical shortage facility.
- If you feel you can no longer continue working at the approved Critical Shortage Facility, you should contact the NSP immediately in writing through the Customer Service Portal.
- All transfers must be approved by the NSP. A transfer request should be submitted before you leave your site. Leaving the assigned site without prior written approval may result in a default recommendation.





Allowable Leave

- No more than 35 days per service year can be spent away from the approved NSP site for vacation, holidays, continuing education, illness or any other reason.
- For continuous absences greater than 35 days in a service year, you must request a suspension of the NSP service obligation.



Suspension Requests

Definition: A temporary suspension of service obligation.

- *Medical*
- *Maternity, Paternity & Parental*
- *Call to Active Duty*

Provides temporary relief to an NSP participant if he/she has short-term (not permanent) circumstances.

Breach of Contract *Default*

Definition: *Failure to provide health services in a NSP approved CSF for the applicable period of time as specified in your NSP contract.*

You will be held liable to the Federal Government to repay all funds paid to you, or on your behalf, under the NSP and pay interest on such amounts at the maximum legal prevailing rate from the date of Default. The amount owed, including interest, must be paid within 3 years of the date of default.



Waivers

A waiver permanently relieves all or part of the NSP obligation and are approved only on rare occurrences.

A waiver will be granted only if you demonstrate that compliance with your obligation is

- permanently impossible *or*
- would involve an extreme hardship such that enforcement of the obligation would be unconscionable.

All requests for a waiver must be submitted in writing through the Customer Service Portal to the Division of Program Operations and must be supported by full medical and/or financial documentation. Finally, waivers are approved through our Office of Legal & Compliance.



Service Completion

Once your service obligation has been fulfilled and documented via In-service Verification Forms, a final audit and review will be done.

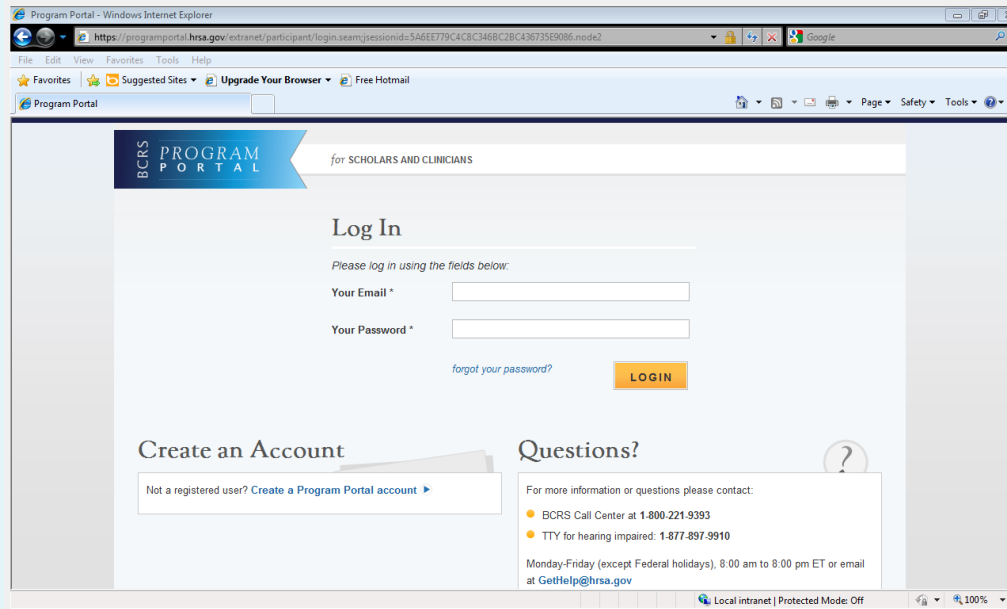
You should ensure that all contact information is kept current and up-to-date while under contract with NSP. You will receive a letter and certificate for service completion by mail or through the Customer Service Portal.



Customer Service Portal

The Customer Service Portal is an online tool that serves as your primary means for conducting business with the NSP. Using the portal, you can:

- ✓ View your NSP profile
- ✓ Update your personal information
- ✓ Ask the NSP a question about your service
- ✓ Submit inquiries for In-Service Verification forms, transfers, suspension and waiver requests



Customer Service Portal

*****IMPORTANT INFORMATION*****

- If you see errors in your profile information, let us know. You can alert us via the “Ask a Question” feature within the portal.
- We are not yet optimized for mobile devices, so please don't use them with the site.

Nurse Career Resources

Taking the NCLEX(R) RN Exam

- **A Guide to NCLEX-RN® Success**

http://www.nsna.org/Portals/0/Skins/NSNA/pdf/Imprint_Jan06_FeaturesStone_Woodberry.pdf

- **Tips on Passing the NCLEX-RN™**

http://www.nsna.org/Portals/0/Skins/NSNA/pdf/Career_Jan04_Miller.pdf

- **Tips on Taking the NCLEX® Exam**

http://www.nsna.org/Portals/0/Skins/NSNA/pdf/Career_nclexlink.pdf

Nurse Career Resources

Career Resources

- **New RN Graduate Career Resources**
<http://www.nursingworld.org/careercenter/resources/newgrad.htm>
- **New Grad Resources from the American Association of Colleges of Nursing**
<http://www.nursingworld.org/careercenter/resources/newgrad.htm#aacn>
- **Hospitals Hiring New Graduates**
<http://www.nursingworld.org/careercenter/resources/HospitalsHiring.pdf>
- **American Nurses Association Nurse's Career Center**
<http://www.nursingworld.org/careercenter/resources/>
- **Looking for Your First RN Position or a Job at a Magnet Hospital?**
<http://www.nсна.org/CareerCenter/JobOpportunities.aspx>

Nurse Career Resources

Applying for the Job

- **ANA Nurse's Career Center Resume Tips**
<http://www.nursingworld.org/careercenter/resources/ResumeTips.pdf>
- **ANA Nurse's Career Center New Grad Job Hunting Tips**
<http://www.nursingworld.org/careercenter/resources/jobhuntingtips.pdf>
- **Tips on Getting the Job You Want: The Resume, The Cover Letter, The Interview**
<http://www.nsna.org/CareerCenter/Tips.aspx>

Specialty Nursing Organizations

- **Associations/Organizations**
<http://www.nsna.org/CareerCenter/associations.aspx>

Questions?

Contact Us

Customer Service Portal :

<https://programportal.hrsa.gov/extranet/participant/login.seam>

HRSA Call Center :

1-800-221-9393 or TTY 1-877-897-9910,

GetHelp@hrsa.gov

