

MAGNET RECOGNITION PROGRAM®

Public Notice of scheduled Site Visit by ANCC Magnet Recognition Program Appraisers

Feedback is sought from health care organization staff, clients, patients, families, and the public with whom the health care organization interacts. Feedback received by the Magnet Recognition Program is important in the evaluation of your health care organization.

Specifications for PUBLIC NOTICE SIGNS posted to indicate an upcoming site visit and to solicit input:

- 1) **Signs must be posted at the hospital, adjacent buildings, and all care sites external to the hospital** included in the Magnet Recognition Program Application. Specifically:
 - a. **Hospital:** Main public entrances and multiple publicly viewed areas, e.g., the lobby, information desk, elevators, staff lounge(s)
 - b. **Building(s) adjacent to the hospital:** Main public entrances where patients and/or staff are present
 - c. **External sites:** Main public entrances (e.g., off-site practices, off-site clinics, off-site facilities)
- 2) The wording **MUST** be identical to that provided in the attached TEMPLATE example.
- 3) **Signs must be posted May 5, 2021 and remain posted until after the site visit.**
- 4) Signs must measure no less than 20" in height and 16" in width.
- 5) Lettering of signage must be black on a white background, and font size must be large enough to be easily read from a distance of 3 feet. (Please use the same style and layout, as per the attached TEMPLATE example.)
- 6) The PUBLIC NOTICE heading must be in capital letters, bold type, and larger than the type size of the rest of the notice, as per the TEMPLATE.

Specifications for PUBLIC NOTICE ANNOUNCEMENTS posted **outside of your organization** that indicate an upcoming site visit and to solicit input:

- 1) The PUBLIC NOTICE announcements need to be disseminated outside of your organization.
- 2) Recommended formats include but are not limited to: Public Service Announcement (PSA) on radio; banner outside of hospital; announcement in hospital community, newsletter, newspaper ads; announcement placed on organization web site, and/or billboards. Use of more than one announcement method is recommended.
- 3) The external announcements must be actively disseminated by May 5, 2021.
- 4) The wording used in the announcement **MUST** be identical to that provided in the TEMPLATE.



PUBLIC NOTICE

MAGNET RECOGNITION PROGRAM® — SITE VISIT

- Dell Seton Medical Center at the University of Texas has applied to the American Nurses Credentialing Center (ANCC) for the prestigious designation of Magnet. Magnet designation recognizes excellence in nursing services.
- Patients, family members, staff, and interested parties who would like to provide comments are encouraged to do so. Anyone may send comments via e-mail and direct mail. All comments received by phone **must** be followed up in writing to the Magnet Program Office.
- Your comments must be received by the Magnet Program Office by June 4, 2021.

NOTE: All comments are CONFIDENTIAL and are not shared with the health care organization. Comments may be anonymous, but they must be sent in writing to the Magnet Program Office.

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