

APPLICATION FORM
Grow Your Own NP – Part Time Studies Option

Date of Application _____

Sponsoring Agency Information	
Sponsoring Agency Name	
Address	
City	
Postal Code	
LHIN	

Contact Information	
Sponsoring Agency Contact Person's Name	
Title	
Fax	
E-mail	
Phone #	

Contact Information	
Name of RN applicant:	
Title	
Address	
E-mail	
Phone #	
Current Employer	

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Sponsoring Agency

1. Is funding currently allocated to your agency/institution for a Primary Health Care Nurse Practitioner (PHCNP) position?

YES

NO

2. Has the NP position been vacant for at least 12 consecutive months (locums less than 8 weeks in length are excluded)? If yes, please state how many months.

YES _____ months

NO

3. Please describe your recruitment attempts to fill the position. Provide a comprehensive list of advertising efforts (e.g., postings, job fairs, etc), **attach copies** of job postings from the past 12 months , provide a detailed summary outlining the results of your recruitment efforts (e.g., number of applicants, interviews, results, etc). Please **do not** provide personal information, such as applicants' names, etc. (Point form; 1/4 page maximum)

RN Candidate Details

4. Have you (the Sponsoring Agency) identified an eligible RN Candidate?

YES

NO

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5. Is the RN Candidate currently employed at your agency?

YES

NO

6. Does the RN candidate meet the following eligibility criteria:

a. Has the RN candidate been accepted to a PHCNP program? (Please attach documentation)

YES

NO

b. Is the RN candidate already enrolled in a PHCNP program?

YES

NO

c. Does the RN candidate live within 100km of the sponsoring agency's work site?

YES

NO

d. Has the RN candidate agreed to sign the Return of Service (ROS) requirements outlined in the guidelines?

YES

NO

Program Details

7. Please describe why your agency requires the part time option. (1/4 page maximum)

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8. If the RN applicant is currently employed by your agency, please describe your contingency plan for backfilling the RN position.
(1/4 page maximum)

9. Are you (the sponsoring agency) able to offer at least one of the clinical placements as part of the NP's education?

YES

NO

10. If no, please explain why a clinical placement is not possible. (1/4 page maximum)

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11. What is the total annual budget required for RN salary and benefits?

\$ _____ (salary) \$ _____ (benefits)

\$ _____ (total)

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SPONSORING AGENCY

I _____ confirm that the information contained
[Name of contact at Sponsoring Agency]

in this application is true and accurate to the best of my knowledge.

(signature)

(date)

RN APPLICANT

I _____ confirm that the information contained
[Name of RN Candidate]

in this application is true and accurate to the best of my knowledge.

(signature)

(date)

By signing, both the sponsoring agency & applicant confirm that they are **not** currently in receipt of other Ministry funding for similar purposes (e.g. Nursing Education Initiative, Tuition Support Program).

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