**Eligibility Requirements**

*Check all of the eligibility items below that apply from November 1 of last year through October 31 of this year.*

*Maximum number of points among applicants will determine the educational gratuity recipients.*

**Personal Data**

Name: Home Phone:

Address: City/State/Zip:

Employer/Hospital: Work Phone:

Address: City/State/Zip:

Nursing License #: NANN #: SMANN #:

 Attended SMANN Business Meeting \*\*

 (1 point per meeting, max 4 points)

 Which Meeting(s)?

 Attended Annual SMANN Conference (2 points) \*\*

 Attended Annual NANN Conference (2 points)

 SMANN Board Member (2 points)

 SMANN Committee Chairperson (2 points)

 SMANN Committee Member (1 point)

 SMANN Hospital Delegate (1 point)

 NANN Board Member (2 points)

 NANN Committee Member (2 points)

**OFFICE USE ONLY:**

Date Application Received: Date Gratuity Issued:

Gratuity Check No: Amount of Gratuity Awarded: $

**Educational Gratuity Program Application**

Sponsored by

National Association of Neonatal Nurses State of Michigan Chapter

**Application Instructions**

1. Complete the **Personal Data** **Section** listed below. You must be a current NANN and SMANN member to apply.
2. Check all of the applicable items in the **Eligibility Requirements Section**. \*\*Members must attend at least one SMANN Business Meeting or the SMANN Annual Conference to be considered for this program.

Maximum number of points among applicants will determine the educational gratuity recipients.

In the event of a tie between more than one member qualifying for a gratuity the person who did not receive funds most

recently will be considered first.

1. Complete the appropriate **Educational Gratuity Option** **Section** on the back of this application. You are allowed to select only one item for reimbursement from all three categories:
* **NCC Core Certification Examination** (NCC: National Certification Corporation for the Obstetric, Gynecology, and Neonatal Nursing Specialties)
* **NCC Certification Maintenance Program** (NCC: National Certification Corporation for the Obstetric, Gynecology, and Neonatal Nursing Specialties)
* **Neonatal Educational Conference**

Reimbursement is retroactive – following successful completion of the certification examination, maintenance program, or conference attendance.

**NOTE: Please list any other sources of funding, including dollar amount, available to you when applying for this gratuity.**

1. Date and sign the back of this application.
2. Include with this application:
3. A copy of your award letter for RNC Credential or Certificate of Added Quality **or**

A copy of your confirmation letter of RNC Credential Maintenance or Certificate of Added Quality Maintenance **or**

A copy of Conference Registration Form and Confirmation Form, **and**

1. A copy of your receipt or check as proof of payment.

6. Keep a copy of this form for your records.

7. Mail all your information to: Educational Gratuity Program

 c/o SMANN

 P.O. Box 318

 Southfield, MI 48037

Applications are considered when received. Decisions of the SMANN Board of Directors will be final. Funding for the Educational Gratuity Program will vary each year in accordance with the annual budget and availability of funds. If you have any questions please contact the SMANN President.

**Thank You For Your Participation!**

***Neonatal Educational Conference Option***

*(Reimbursement is only for NANN, SMANN, or NNMMD Conferences)*

Conference reimbursement will apply only to the conference registration fee for a maximum of $250. Transportation, lodging accommodations, and personal expenses are not included.

Conference Date(s): Continuing Education Units Awarded:

Conference Title:

Conference Location:

Conference Sponsor: National Association of Neonatal Nurses

 Southeastern Michigan Association of Neonatal Nurses

 Neonatal Nurse Managers of Metropolitan Detroit

Conference Registration Fee: $ Total Conference Expenses: $

Have you applied for reimbursement from other sources?

If yes, what has been covered?

***NCC Certification Maintenance Program Option***

Certification status and certificates of added qualification must be maintained on an ongoing basis every three years. Reimbursement is only for the cost of the maintenance fee as listed below.

Original Date of Certification:

Maintenance of certification for the following status:

 Low Risk Neonatal Nursing ($100 Maintenance Fee)

 Neonatal Intensive Care Nursing ($100 Maintenance Fee)

 Maternal Newborn Nursing ($100 Maintenance Fee)

 Neonatal Nurse Practitioner ($100 Maintenance Fee)

Maintenance of subspecialty certification:

 Breastfeeding ($40 Maintenance Fee)

Maintenance by NCC Self Assessment Modules:

 Contact hours earned for one 15-hour module ($70)

 Contact hours earned for two 15-hour modules ($60)

 Contact hours earned for three 15-hour modules ($50)

**Date: Applicant's Signature:**

***NCC Core Certification Examination Option***

Certification reimbursement awarded for only one examination. Reimbursement is only for the cost of the examination as listed below.

Examination Date:

Awarded RNC credential for successful completion for the following examination:

 Low Risk Neonatal Nursing ($250 Examination Fee)

 Neonatal Intensive Care Nursing ($250 Examination Fee)

 Maternal Newborn Nursing ($250 Examination Fee)

 Neonatal Nurse Practitioner ($250 Examination Fee)

Awarded Certificate of Added Qualification for successful completion of the following core examination:

 Breastfeeding ($100 Examination Fee for NCC RNC's)

 ($135 Examination Fee for all others)

**Educational Gratuity Options**

(Select only one reimbursement item from all three categories)