



## THE MAGNET RECOGNITION PROGRAM®

### Public Notice of Site Evaluation by ANCC Magnet Recognition Program Appraisers

Feedback from staff, clients, families, and the public in which the health care organization interacts will be sought to assist the site appraisers in the verification, clarification, and amplification activities. Feedback received from the public is important in the evaluation of your health care organization.

Specifications for PUBLIC NOTICE signs posted **within the hospital** that indicate an approaching site visit and solicit input:

- 1) The wording **MUST** be identical to that provided in the attached TEMPLATE example.
- 2) **Signs must be posted APRIL 25, 2018 and remain posted until after the site visit.**
- 3) Signs must measure no less than 20" in height and 16" in width.
- 4) Lettering of signage must be in ENGLISH, in black on a white background, and the 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.)
- 5) 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.
- 6) Must be posted in multiple publicly viewed areas such as in the lobby, at the information desk, at the elevators, staff lounge, etc.

Specifications for PUBLIC NOTICE signs posted **outside the hospital** which indicate an approaching site visit and solicit input:

- 1) The PUBLIC NOTICE announcement needs to be disseminated outside of your hospital.
- 2) Recommended formats include, but are not limited to: PSA on radio, banner outside of hospital, announcement in hospital community newsletter, newspaper ads, announcement placed on hospital web site, hospital social media, and/or billboards. Use of one or more method is recommended.
- 3) The external announcements must be actively disseminated by **APRIL 25, 2018**.
- 4) The wording used in the announcement **MUST** be identical to that provided in the TEMPLATE.



## PUBLIC NOTICE

### MAGNET RECOGNITION PROGRAM® — SITE VISIT

- The Children's Hospital of San Antonio 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.

**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.**

- Your comments must be received by May 25, 2018.

**Address:** AMERICAN NURSES CREDENTIALING CENTER (ANCC)  
MAGNET RECOGNITION PROGRAM OFFICE  
8515 Georgia Ave., Suite 400  
Silver Spring, MD 20910-3492

**E-Mail:** [magnet@ana.org](mailto:magnet@ana.org)

**Phone:** 866-588-3301 (toll free)

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