



MEMORANDUM

Mississippi Hospital Association
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DATE: December 9, 2011

TO: Chief Nurse Executives/Externship Contacts

FROM: Tammy Livingston, Chairperson
2012 Summer Student Nurse Externship Committee

SUBJECT: February 1, 2012 Application Deadline
Applications for 2012 Summer Student Nurse Externship

January 25, 2012 Externship Workshop

Please refer this memorandum to the person within your institution responsible for the 2012 Summer Student Nurse Externship Program.

To access of Program materials, please go to www.monw.org/externship to print the following: Hospital Application, Program Guidelines, Program Skills Check List, and Participation Agreement. Completed application and supporting materials must be returned by February 1, 2012.

Recruitment of externs may not begin until your application has been completed and accepted.

Upon approval, a list of hospitals and schools will be posted on the Office of Nursing Workforce website (www.monw.org/externship) and will be available to the students throughout the state. The list of hospitals and schools of nursing will be updated on a weekly basis January 1, 2012 through February 2, 2012.

The MHA Organization for Nurse Executives and the MS Council of Deans & Directors of Schools of Nursing jointly sponsor the summer student nurse externship program designed to:

- provide students in nursing with an opportunity to enhance previously learned skills under the supervision of experienced registered nurses in the healthcare setting;
- assist students of nursing to experience acceptance in a work situation appropriate to their potential as future registered nurses;
- prepare students to assume responsibilities of full-time employees with respect to performance requirements, policies, and procedures of a health care agency; and

- encourage retention of nursing graduates through provision of supplemental practice experience within the workplace.

The Summer Student Externship Program is offered cooperatively between local hospitals and area schools of nursing throughout the state. The enclosed documents explain the program and provide the information needed to complete the program approval process, including the Hospital Application, Guidelines (including the Skills Check List and Skills Exclusion List), and Student Participation Agreement.

All hospitals that plan to offer an externship program in the summer of 2012, must submit a completed application by February 1, 2012 to: Diane Clift, Member Services Manager, MHA, P.O. Box 1909, Madison, MS 39130, Phone: 601.368.3217, fax: 601.368.3200 or dclift@mhnet.org.

A seminar is being offered **January 25, 2012** at the MHA Conference Center in Madison, MS to provide an overview of the 2012 Summer Student Nurse Externship Program. If you are offering your first program or need a refresher session, please plan to attend.

We look forward to participation of hospitals and schools of nursing across the state. If you have questions or need additional information, please contact me by phone at 601.757.2684, by email: tlivingston@kdmc.org or Diane Clift at MHA by phone 601.368.3217, by email dclift@mhnet.org