NURSING PODCAST/VIDEOCAST APPLICANT PROCESS FLOW

Information and directions regarding the application process for a Nursing Podcast or Videocast can be found on any Internet browser (Chrome, Explorer, etc.). Go to the Library's website at https://natividadlibrary.com/nursing

Complete the following:

- Videocast/Podcast Request Form

Presentation with CEUs

Presentation without CEUs

Send to Nursing Education's Principle Office Assistant:

- All of the requested information on the VideocastPodcast Request Form for presentations with CEUs.

Director of Nursing Education/ Simulation reviews for appropriate content, etc., with input from content expert(s) when necessary. Director will assign mentor when appropriate.

Send to Nursing Education's Principle Office Assistant:

- All of the requested information on the Videocast/Podcast Request Form for presentations without CEUs.

Approved to move forward

Not approved

Presenter, with mentor's input (if assigned), moves forward with Videocast or Podcast development

Director of Nursing Education/ Simulation or designee, mentor & applicant discuss reasons for non-approval and information needed to meet requirements

Presenter provides completed paperwork and video/recording information to librarian. She places the Videocast/Podcast on test site for the Director of Nursing Education & Simulation or designee to review

Applicant reapplies with proposed changes

Applicant does not reapply

After the Director of Nursing Education & Simulation or designee proofs and approves the final product prior to broadcast, the librarian will place it on the Nursing Videocast/Podcast Website.

Communication will be provided to nursing staff updating them on the latest offering via flyers, CNO Memo, screen savers, etc.

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