



ACE-FLEX Program Guidelines and Requirements



INTEGRIS provides a practice setting that supports professional practice and allows registered nurses to practice to their full potential. We are deeply committed to retaining and recognizing our talented, caring, innovative registered nurses who advance the clinical practice environment to improve quality outcomes and the patient experience. Based on the American Nurses Association (ANA) Scope and Standards of Professional Practice and Performance, the Advancing Clinical Excellence Flexible Program (ACE-Flex) was developed through the collaboration of a shared governance team to accomplish these goals.

The ANA Standards 1-6 (Standards of Practice) coincide with the nursing process and describe the duties that all registered nurses, regardless of role, population or specialty, are expected to perform competently:

- Standard 1: Assessment
- Standard 2: Diagnosis
- Standard 3: Outcomes Identification
- Standard 4: Planning
- Standard 5: Implementation
- Standard 6: Evaluation

The ANA Standards 7-18 (Standards of Professional Performance) describe a competent level of behavior in the professional role and provide the platform for the ACE-Flex Program:

- ANA Standard 7: Ethics
- ANA Standard 8: Advocacy
- ANA Standard 9: Respectful and Equitable Practice
- ANA Standard 10: Communication
- ANA Standard 11: Collaboration
- ANA Standard 12: Leadership
- ANA Standard 13: Education
- ANA Standard 14: Scholarly Inquiry
- ANA Standard 15: Quality of Practice
- ANA Standard 16: Professional Practice Evaluation
- ANA Standard 17: Resource Stewardship
- ANA Standard 18: Environmental Health

The ANA Nursing Scope and Standards of Practice book should be used as a reference when submitting the ACE-Flex application. Applicants may access the eBook through the Medical Library page at this link: [ANA Scope and Standards of Practice](#).

The projects and activity options provided for each of the ANA Standards of Professional Performance are intended to be suggestions for meeting the standard and are not an all-inclusive list. We encourage you to collaborate with your Manager, Supervisor, clinical education consultant or other interdisciplinary leaders to complete projects or activities that promote improved patient outcomes and demonstrate competency of one of the ANA Standards of Performance. If you wish to submit an activity that is not listed, select "Other Project" under options and thoroughly describe the project in your answers to the questions.

Minimum Eligibility Requirements:

- Newly hired RNs who meet the criteria below may apply for ACE-Flex after 90 days of employment.
- Must work as: Fulltime (FT) or Regular Part Time (RPT).
- Must be in good standing with no disciplinary action during the past 12 months and consistently exemplify the I Care values of Integrity, Compassion, Accountability, Respect and Excellence as evidenced by a positive evaluation from the Manager with a rating of at least solid.

Quarterly Application Deadlines:

- January 1, April 1, July 1 and October 1.
- Applicants may submit a maximum of three standards each quarter.
- Applicants will receive an email notification of approval by the end of the second week of the month following the deadline month. The applicant’s clinical director will also receive a copy.
- Late submissions or incomplete applications will not be processed.

Award Guidelines:

A tiered bonus will be awarded for each standard completed and approved based on INTEGRIS Health tenure as a licensed caregiver.

Years as a licensed caregiver at INTEGRIS Health	Award per Standard	Maximum Award per Quarter
90 days through 4 years	\$250	\$750
5 years through 9 years	\$500	\$1,500
10 years +	\$750	\$2,250

- Only one activity per standard may be submitted each quarter.
- Only one exemplar per quarter may be submitted.
- Completion of Contact Hours or CEUs may only be submitted for one standard per quarter.
- Applicants may submit up to three different standards each quarter.
- Activities/projects submitted for each standard must have occurred within the three months prior to the application deadline. The only exception is re-submission of a previously denied standard. Applicants should indicate on their application that a standard is a re-submission.
- Activities, projects and meetings that are a minimum requirement of the job role may not be submitted for the ACE-Flex bonus.
- An activity used to meet the requirement for one standard may not be used to meet the requirement for a second or third standard during an application period.
- If ongoing or new work is required on a project, the same standard may be submitted for more than one quarter. The additional work should be clearly documented.
- Bonuses will be distributed with the last paycheck of the month following each application deadline (February, May, August and November).