

## Site Visit Public Notice Guidelines

Feedback from your organization's staff, clients, patients, families, and the public with whom your organization interacts is a significant part of your evaluation.

### **Specifications for Public Notice Signs:**

**Post notices in public areas so visitors and staff of the organization are aware of the visit.**

1. Postings should be placed in clear, unobstructed and conspicuous public locations, such as main entrances, waiting areas, elevators and all patient care areas included in the Magnet application.
2. The wording, layout, and ANCC logo must be identical to that provided in the TEMPLATE.  
*\*You may NOT include your organization's logo on the template.*
3. Signs must be posted by **April 2, 2025** and remain posted until after the site visit.
4. Once public notices are posted, E-mail Beckie Mathews, [Beckie.mathews@ana.org](mailto:Beckie.mathews@ana.org) a copy and/or photograph of the posted notices. Details of where, how, and when the notices were posted should be included in the email.

### **Specifications for Public Notice Announcements:**

**The Public Notice announcements must be disseminated outside of your organization.**

1. Recommended formats include but are not limited to: Public Service Announcement on the radio, banner outside of the hospital, announcement in hospital community, newsletter, newspaper ad, announcement placed on organization's website, social media, and/or billboard. More than one announcement method is recommended.
2. The external announcements must be actively disseminated by **April 2, 2025**.
3. The wording and format used in the announcements *must* be identical to that provided in the Public Notice TEMPLATE.

**\*Failure to post the required notices, as per the guidelines, may result in the rescheduling of the site visit.**

## PUBLIC NOTICE (Template) ANCC Magnet Recognition Program® Site Visit

The ANCC Magnet Recognition Program® is the highest credential a healthcare organization can achieve. A Magnet designation indicates to patients and the public that these organizations have met the most stringent, evidence-based standards of nursing excellence in patient care delivery.

CHRISTUS St. Michael Health System was designated as a Magnet organization in 2020 by the ANCC Magnet Recognition Program® and they are now applying for redesignation.

We invite patients, family members, staff, and other interested parties to provide feedback via email or direct mail.

- All comments must be submitted by **May 2 2025**
- Anonymous comments should be sent in writing to the Magnet Program Office.
- *Please note that ALL COMMENTS WILL BE KEPT CONFIDENTIAL and will not be shared with the organization.*


Send Comments to: Beckie Mathews  
American Nurses Association  
Magnet Recognition Program Office  
8403 Colesville Road., Suite 500  
Silver Spring, MD 20910

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

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### Why is Magnet important?

Magnet recognition acknowledges the invaluable contributions of nurses in all healthcare settings and among all populations worldwide. It is a results-driven recognition that fosters nurse engagement and the role nurses play as interprofessional team members to improve patient outcomes and reduce healthcare costs.



Scan here to learn more about the  
Magnet Recognition Program

