

Pathway to Excellence® Nurse Survey Frequently Asked Questions

What is the purpose of the Pathway to Excellence nurse survey?

The nurse survey is an integral part of the assessment process for organizations that apply for Pathway to Excellence designation from the American Nurses Credentialing Center (ANCC). Responses from the nurse survey provide complementary information to the application materials an organization submits by polling nurses from throughout the organization about their perceptions of the workplace environment.

What kinds of questions about the workplace environment does the nurse survey ask?

The survey asks questions relevant to the presence of essential elements of a positive work environment as defined by Pathway to Excellence criteria.

How is my confidentiality protected if I participate in the survey?

THE ANSWERS YOU PROVIDE IN THE PATHWAY TO EXCELLENCE NURSE SURVEY ARE COMPLETELY CONFIDENTIAL. Your survey responses are submitted to ANCC through a secure web site, and only authorized ANCC staff will have access to those responses. NO ONE AT YOUR ORGANIZATION CAN OBTAIN ACCESS TO YOUR INDIVIDUAL RESPONSES. Your responses will be combined with the responses of all the other nurses in your organization to produce a summary report for the organization that includes only the percent of essential elements asked about in the survey that $\frac{3}{4}$ or more of the respondents perceived to be present in the environment and the percent in the environment and the percent of eligible respondents that participated in the survey.

Why does the survey ask for the last four digits of my Nurse License number as an identifier?

With online survey administrations, it sometimes happens that a respondent can accidentally submit two sets of survey answers. It is important to eliminate accidental duplicate responses before preparing a summary report. Asking for the last four digits of your nursing license number gives ANCC a method for identifying and eliminating duplicate survey submissions without being able to connect them to an individual.

If I don't want to provide the last four digits of my license, can I put in a random number?

No. The potential exists for two people to enter the same number.

Can I go backwards in the survey to change my answers if I want to?

There are two methods for going back to earlier questions in the survey. You may click the "back" button from any screen to return to previous screens. OR, you may click the "Review" button on the final screen at the end of the survey to see all of your responses at once.

If I cannot finish the survey in one sitting, can I return to finish it at another time?

If you are interrupted while taking the survey, you may click the "Save" button at the bottom of any screen, and a URL will appear in the address bar at the top of the computer screen that you can copy and email to yourself. You can use this URL to return to the survey at a later time, and it will take you back to where you left off.

Who is eligible to take the survey?

All Registered Nurses and Licensed Practical Nurses, including full-time, part-time, per diem or float pool, and contract or agency RNs and LPNs, must be invited to participate in the survey.

How many nurses must take the survey for my organization's application to be successful?

The minimum response rate required is for 51% of all eligible nurses to participate in the survey. ANCC's survey administrator for the Pathway to Excellence program will give the organization a status report on the current participation rate once a week for each of the three weeks that the survey remains open.

What difference does it make whether I answer the survey or not?

The survey collects feedback from all nurses throughout your organization on the degree to which they perceive essential elements of a positive workplace environment to be present in the organization. It is your opportunity to share your feedback on your work environment.

If you have any questions about the Pathway to Excellence Nurse Survey, contact Jada Leng, Survey Administrator for ANCC's Pathway to Excellence program, at 301-628-5238 or jada.leng@ana.org.