

November 2022

Dear Applicant:

Thank you for your interest in the RN Transition Fellowship Program at Northridge Hospital Medical Center (NHMC). This innovative program features a challenging program blending classroom didactics with clinical experience. Our next RN Transition Fellowship program will begin on March 6, 2023. Candidates must have at least 2 years acute care experience to be eligible for this program with the exception of the Medical Surgical positions which only require 1 year RN experience.

Positions are limited and early application is encouraged. **Application period is open November 20 - November 30, 2022 at 11:59PM (ONLY).** Applications must be received by the deadline, no exceptions. Only application packets that are complete will be considered. To initiate the application process, please complete the online job application and submit the following items:

- Current resume
- Specialty/Unit Preference and shift (page 2 of this packet)
- Signed Licensure, Vacation and Employment Statement (page 3 of this packet)
- Letter of Intent to include the following (maximum of 2 pages, double spaced. APA format *not* necessary):
  1. Why are you interested in the RN Transition Fellowship Program at NHMC?
  2. Why are you interested in the unit or specialty field that you selected?

**Please Note:** Required documents must be uploaded as attachments within your online application. Only those applications submitted electronically will be considered.

After we have reviewed your application materials, you will be notified as to whether you have been selected to participate in a Dignity Health formal interview process. We do read every application we receive, so please be patient with us. ***Notifications for interviews will start beginning December 2022.***

If you have any further questions, please contact Sylvia Munoz at (818) 794 – 0485 or Olivia Saavedra (424) 261 - 4579 (from Talent Acquisition) or me.

Warmest Regards,



Melinda Henry RN, BSN, CWOCN

Manager Education, RN Residency Programs and Wound Care

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(818) 885 – 8500 ext. 2919

***RN TRANSITION FELLOWSHIP PROGRAM***  
**SPECIALTY/UNIT PREFERENCE**

APPLICANT NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

**Directions:** Please indicate your **top two** choices by placing #1 in front of your first choice and #2 in front of your second choice.

- \_\_\_\_\_ Cardiac Cath Lab (must have at least 1 yr. Telemetry, ICU or ED experience)
- \_\_\_\_\_ Emergency Department Day Shift
- \_\_\_\_\_ Emergency Department Mid Shift
- \_\_\_\_\_ Emergency Department Night Shift
- \_\_\_\_\_ ICU Day Shift
- \_\_\_\_\_ ICU Night Shift
- \_\_\_\_\_ Labor & Delivery Night Shift
- \_\_\_\_\_ Medical Surgical Day Shift (Must have 1 year RN experience)
- \_\_\_\_\_ Medical Surgical Night Shift (Must have 1 year RN experience)
- \_\_\_\_\_ PICU Night Shift (must have at least 1 yr. ICU or Telemetry experience)

***\*Please submit this form with your online application after completing.***

## RN Transition Fellowship Program Licensure, Vacation & Employment Statement\*

- A. All applicants must have a valid California RN License
- B. The RN Transition Fellowship Program is a Competency Based Program. Length varies depending on the unit and specialty training required. The position requires full-time employment without vacation or other activities requiring more than a 1-2 day absence during the length of program. Any scheduled time off will necessitate approval of the hiring manager and RN Residency Manager prior to the start of the Transition Program. Should you be accepted into the program, it is important to understand that continued employment is contingent upon satisfactory performance (during and after the fellowship) in the judgment of both the hospital and the Department of Nursing.
- C. Employment
1. Are you legally authorized to work in the U.S.? Yes\_\_\_\_ No\_\_\_\_
2. Will you now or in the future require sponsorship for employment Visa status (e.g. H-1B visa status)? Yes\_\_\_\_ No\_\_\_\_

***I have read the above statements and agree to comply as indicated above:***

Applicant (print name): \_\_\_\_\_

Signature (handwritten): \_\_\_\_\_ Date: \_\_\_\_\_

***\*Please submit this form with your online application after completing.***

**RN TRANSITION FELLOWSHIP PROGRAM**  
**Application for *RN Transition Fellowship***

**External Candidates Only:**

***If you are hired***, you will be required to provide the following documentation to Human Resources prior to starting the RN Transition Fellowship program:

1. RN License (original needs to be presented)
2. American Heart Association BLS Healthcare Provider Card
3. American Heart Association ACLS Healthcare Provider card (if working in ED, ICU, PICU, Tele)
4. Copy of nursing degree and any other required certifications