



Congratulations on accepting a Graduate Nurse position at Beaumont Health System! The knowledge and skills you gain during the GN Residency Program will assist you on your path to becoming a professional care provider and lead to success through your continued application and practice in your clinical setting. The following agreement is intended to help you understand your role as a new Graduate Nurse attending the Residency Program and to ensure successful completion of your Beaumont Health System Onboarding.

Graduate Nurse Orientation and Residency Hiring Agreement

As a Graduate Nurse at Beaumont Health System, I agree acknowledgement and understanding of the expectations stated below. I agree to the following terms and understand failure to complete the requirements of Hospital & Nursing Orientation and the Graduate Nurse Residency may jeopardize my employment with Beaumont Health System.

Graduate Nurse Residency Guidelines: (Please, initial each statement.)

☒ I agree to attend the entirety of the initial Central Nursing Orientation and the Graduate Nurse Residency classes. I will not be late to class, nor will I miss any scheduled days of orientation. I understand that if I fail to attend the entire orientation (including Onboarding and Visions) that I may not be able to continue my employment.

☒ If unforeseen circumstances prevent my participation in any of the scheduled Orientation and/or Graduate Nurse Residency classes I will contact my site's Nursing Education Dept. and my manager immediately. I understand that Nursing Education has the right to determine successful completion of the Central Nursing Orientation and Graduate Nurse Residency program based on my attendance.

☒ I understand that, in addition to my normal/regular unit schedule, I will attend a total of 48 hours of paid classroom education to take place over a twelve month period. The Dept. of Human Resources has discussed this schedule with me and I agree to attend. I understand that I will need to **pre-schedule class attendance time** with my manager and/or in web-scheduler. If at any time I am unable to attend the discussed schedule, I will notify my site's Nursing Education Dept., my CNS and my manager immediately. Failure to do so may jeopardize my standing in the Graduate Nurse Residency program.

☒ I understand and agree to actively participate in the Graduate Nurse Residency activities. The Nursing Education Dept. determines the details of class participation requirements. These include, but are not limited, to: writing and sharing a clinical narrative, meeting with my preceptor and mentor as directed, and completing the Casey-Fink Graduate Nurse Experience Survey.

☒ I understand that my NCLEX must be completed within 45 days of days of hire. I will contact my manager and Human Resources if the exam is delayed for any reason. I understand that my identification badge will expire 45 days from hire. I will need to return to Human Resources with my NCLEX results, at which time I will receive a permanent identification badge. I agree to notify Human Resources and my manager with the board results.

☒ I understand that if I do not pass the NCLEX, my status and pay will change to reflect that of a Nurse Technician or Nursing Assistant and/or the GN job offer may be rescinded. Continued employment eligibility will be re-evaluated based on results of future testing.

☒ I understand that by accepting this GN position I am committing to my unit of hire for 12 months from my hire date. I know that I may not transfer from my unit of hire during this 12 month time period.

I agree to the terms above. If any conflicts arise, I will contact the Nursing Education Dept. and my manager immediately.

Employee Signature

Date 03/03/2017

Witnessed by:

Date 3/3/2017

Nursing Education & Research, Royal Oak (248) 551-0950, Human Resources (248) 551-0333
Nursing Education & Research, Grosse Pointe (313) 473-1735, Human Resources (313) 343-1527
Dept. of Education, Troy (248) 964-8140, Human Resources (248) 964-6140