



## The Hierarchy of Magnet® Document Evidence

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The American Nurses Credentialing Center (ANCC) requires organizations to submit evidence to support the stories included in their Magnet® document. And while the Empirical Outcome (EO) sources of evidence (SoE) do not require evidence unless specifically requested, the non-EOs all require evidence to support your stories and/or examples.

Here's a common pitfall: when writing your document, you can have an outstanding and detailed non-EO source of evidence story or example, yet without strong evidence your story or example will be a big flop. The evidence you submit must prove, without question, that what you wrote actually happened. It should not leave room for the reader to wonder or question anything about the event. The quality and quantity of the evidence you submit will be the difference between a source of evidence being accepted by the appraisers as submitted, or the appraisers requesting additional documentation.

In my consultant role, I spend a significant amount of time reviewing Magnet® documents for clients and offering feedback on how to present the best possible document. I have reviewed hundreds of stories...some great and some not so great. Over the years I have seen the evidence requirements tighten up significantly, and I know that some of my clients have been frustrated when I press them to look for stronger evidence. Yet, when they end up going straight to site visit without having to submit additional documentation before being granted a site visit, they are beyond thrilled to have spent the time looking for stronger evidence. To support clients and decrease their frustrations related to evidence, I developed the following "Hierarchy of Magnet® Document Evidence" table that highlights just a few examples of how to take a simple piece of evidence and turn it into stronger evidence.

weak	Strong	REALLY STRONG
The abstract that was submitted or acceptance letter to present at a conference	Conference brochure listing presentation or poster session	Brochure combined with a thank you letter for presenting
Blank survey sample	Survey results	Survey results with analysis of results
Request for new unit or additional beds	Approval of additional unit/beds	Financials showing that additional unit or beds are in place
New position posting	Hire letter	Time sheet documenting that new hire is in the position and working
Proposal for new product	PO for new product	Paid invoice for new product or financial document showing the use of funds

Meeting minutes with no attendees listed and/or brief mention of topic	Meeting minutes with attendees listed; roles not identified	Meeting minutes with attendees listed (or attached) with roles identified, and specific actions/details listed
Statement of data used	Self-made reports of the data used/analyzed/reviewed	System-created reports of the data used/analyzed/reviewed
Request for additional position	Approval of or posting for new position. New hire Acceptance letter	Documentation position was filled (time sheet) and/or person currently in role (financial report showing new position in place ie new staffing matrix, changed monthly FTE reports or salary reports)
Screen shot of calendar appt stating "Sue" to indicate a meeting with Sue.	Screen shot of calendar appt stating "Mentoring meeting with Sue"	Screen shot of calendar appt stating "Mentoring meeting with Sue" accompanied by notes summarizing the mentoring meeting and discussion

This tool is just one of the reasons CHCM can proudly report that since 2016, the majority of our clients submitting their Magnet® documents have moved directly to site visit, thereby bypassing the additional time and expense accrued when organizations receive a request for additional documentation.

I hope you find this tool as valuable as my clients do!

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