

## Frequently Asked Questions (FAQs)

### **What is the Lantern Award?**

*The ENA Lantern Award is a recognition award granted to emergency departments that exemplify exceptional and innovative performance as it relates to leadership, practice, education, advocacy and research.*

### **How was the name *Lantern* chosen for the award?**

*In 2008, ENA members were invited to choose from a list of suggestions and submit recommendations for the award name. The ENA Exemplary ED Recognition Work Team reviewed the recommendations and the top names were evaluated for existing copyrights. Based on the information and feedback gathered, the Work Team determined that the name would be *Lantern*.*

### **What is the cost to apply?**

*The Lantern Award application fee is \$2,500. Alternatively, designated Critical Access Hospitals and emergency departments with fewer than 10,000 annual patient visits qualify for a discounted fee of \$1,250. Payment is due within 14 days of submitting the online application. For more information or to submit payment prior to finalizing the application, visit [www.ena.org/IQSIP/LanternAward/](http://www.ena.org/IQSIP/LanternAward/).*

### **When is the submission deadline for Lantern Award applications?**

*You have until the current submission deadline to complete the application. Dates for the submission deadline and next opportunity to apply for the Lantern Award are posted at [www.ena.org/IQSIP/LanternAward/](http://www.ena.org/IQSIP/LanternAward/). After each submission deadline, the application will become inaccessible until the beginning of the next award cycle.*

### **Is the Lantern Award a lifetime award?**

*The Lantern Award is valid for a two-year period and recipients have the option of re-applying at the end of each award period.*

### **Do I have to be an ENA member to apply?**

*You do not need to be an ENA member to register and complete the application for the Lantern Award.*

### **Does the Lantern application have to be completed online?**

*Yes, the application must be completed and submitted online. The online application is accessible from the ENA Lantern Web site. In addition, you will be asked to e-mail specific documentation that supports your online application. Requirements for this documentation (i.e., attachments) are outlined in the Lantern Handbook.*

### **What type of documentation of excellence is expected?**

*The Lantern Award application includes quantitative questions that focus on performance and outcome metrics, as well as qualitative questions about noteworthy practices and attributes of your emergency department. The qualitative questions require brief narratives or descriptive exemplars that highlight your emergency department's excellence and innovation. In addition, you will be asked to e-mail specific attachments as supporting documentation.*

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### What is an exemplar?

*An exemplar is a descriptive example that demonstrates excellence and innovation. An exemplar response may include descriptions of practice, levels of evidence, innovation and improvements over time. The application includes several questions that require an exemplar response (up to 1,000 words each).*

### What is meant my “de-identifying” my application responses?

*For the purpose of ensuring a blinded review process, it is essential to omit information from your application that could be used to potentially identify your emergency department. Specifically, do not include any of the following information in your application responses or attachments:*

- Names of individuals
- Name of health system/hospital/emergency department
- Acronym for health system/hospital/emergency department
- Names or acronyms of local/regional organizations and companies
- Logos
- Any other information that could be used to identify your emergency department

*If application responses are not de-identified, there may be a delay in the review of the application or it may not be accepted for review.*

### Do the quantitative data that are requested need to represent a calendar year?

*No, you will be asked to provide data within a rolling calendar using the most recent four quarters for which you have data. For example, if you are completing the application in November, the most recent four quarters may be the first three quarters of the current year and the last quarter of the previous year. Please use the same reporting period for all applicable questions if possible.*

### What is an “Authorized User” (for the online application)?

*An Authorized User is one of four individuals identified by the emergency department manager/director to complete a specific exemplar in the online application. Authorized Users will participate by writing exemplar statements regarding specific topics. Their participation is confidential and no one else at your facility will be able to view their response. At the beginning of the online application, you will be prompted to identify four individuals as Authorized Users (1 physician and 3 nurses). Please refer to the Lantern Award Handbook for more information about Authorized Users.*

### Is it necessary to read all of the articles in the *Supporting Literature* document in order to complete the application?

*The Supporting Literature document is a list of article citations on the ENA Lantern Award Web page. It is provided to help you expand your knowledge base, and the articles may describe for you how to identify your strengths, challenges and opportunities. The articles, which you will need to access and download on your own, are recommended reading on an as-needed basis.*

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### **How is my application evaluated?**

*All applications are reviewed by members of the ENA Lantern Award Committee who have content expertise and use a standardized scoring system to evaluate the details you provide in your application.*

### **If my hospital/health system has more than one emergency department, does each emergency department have to apply separately?**

*If your hospital/health system has more than one emergency department, a separate application (and fee) needs to be submitted for each emergency department. However, it is not necessary that each emergency department apply for the Lantern Award.*

### **If I have a pediatric emergency department within my general/adult emergency department, how should I apply?**

*It is recommended that you apply for the award as a general emergency department, including the pediatric section. If the pediatric section is considered a separate emergency department with its own dedicated staff, data collection and care protocols, a separate application should be submitted for the pediatric emergency department.*

### **If my emergency department is currently undergoing significant change, such as renovation or reductions in staff due to low volume, is it necessary to wait until all change activity is complete before applying?**

*Change is frequently a part of health care organizations and may be an opportunity for you to demonstrate how your team is embracing the change and showing exceptional performance. However, if the change is significantly affecting your performance metrics you may want to wait until your emergency department is functioning at a more stable level before you apply.*