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| **Application Registration** |
| Organization registers to apply in application platform (OARS 2.0)* Click here [www.nursingworld.org](http://www.nursingworld.org) to gain access to OARS 2.0
 |
| **After Registration Approval** |
| Organization receives “Welcome to Magnet” email with login information to begin application |
| **Submit Application** |
| **All sections must be completed**.* Organization Name and Location
* General Information
* Chief Nursing Officer
* Primary Magnet Program Director
* Secondary Magnet Program Director (if applicable)
* Supporting Documents
	+ Upload placeholder documents [Supporting Docs Placeholder](Supporting%20Doc%20Placeholder.docx) for each supporting document required
		- CNO Resume/CV
		- IRB Attestation
		- List of Externally Managed Databases
		- Current Facility Organizational Chart
		- Current Nursing Organizational Chart
		- AVP/Nurse Director and Nurse Manager Eligibility and Reporting Table
	+ ***Application supporting documents will be uploaded at the time of designated application due date***
* Statement of Understanding
* Review & Submit Application
 |
| **Application Invoice** |
| Application invoice that is autogenerated after submission of application will be cancelled by the Magnet Program Office unless otherwise indicated by organization. ***Application invoice will be sent at the time of designated application due date*** |
| **ADAM Access Granted** |
| * OARS 2.0 Administrator grants access to ADAM
* Magnet Program Specialist to send ADAM access information via email
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| **ADAM*plus* Access Granted** |
| * An invoice for ADAM*plus* will be sent to the organization
* Upon payment, OARS 2.0 Administrator grants access to ADAM*plus*
* Magnet Program Specialist will send ADAM*plus* access information via email
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