



## Bay Pines VA Healthcare System

Post Office Box 5005

Bay Pines, FL 33744

Dear Applicant:

I want to thank you for your interest in employment at Bay Pines VA Healthcare System. Our application process reflects our commitment to recruiting the best qualified and highly motivated nurses available. We compliment our nursing staff by extending to them a comprehensive health insurance program, generous paid time off, excellent opportunities for career development and further education, all within an environment that I believe reflects a culture of excellence and opportunity. Our salaries will be competitive and will reflect your education and previous experience.

Enclosed is an application package. Please complete and return it, as well as a copy of your current nursing license, any certifications you may have (BLS, ACLS, CCRN, etc.) and three employment reference letters. One must be from your current or most recent employer. **A complete application package will include:**

- 1.\_\_\_\_ APPLICATION FOR NURSES AND NURSE ANESTHETISTS (RN/ARNP) or APPLICATION FOR ASSOCIATED HEALTH OCCUPATIONS (LPN)- You must account for **all time frames** following the completion of your nursing education. This will include all professional work experience (month and year), as well as any periods of unemployment. With respect to your nursing experience, please provide the complete address of each employer.
- 2.\_\_\_\_ DECLARATION OF FEDERAL EMPLOYMENT- Please complete all sections. If you have answered yes to any questions please attach a written explanation including the dates and disposition.
- 3.\_\_\_\_ RESUME/CV - This is a useful document in evaluating the previous work history and experiences. Do not delay your application to create this document if you do not have one.
- 4.\_\_\_\_ PERFORMANCE EVALUATIONS/REFERENCES-All applicants will need to submit three written references. If you are a current VA employee a copy of your last two proficiencies and or performance appraisals should be included with your application.
- 5.\_\_\_\_ LICENSE-include a copy of your current nursing license with BLS card (mandatory for employment).
- 6.\_\_\_\_ CERTIFICATIONS- National certification and licensure as an advanced practice nurse is required of all ARNP/CRNA applicants. ACLS is required for nurses working on the units.

7.\_\_\_\_TRANSCRIPTS- Selected Applicants must have their official transcripts sent directly to the Nurse Recruiter prior to hire. **Do not delay submitting your application however, waiting for transcripts.**

8.\_\_\_\_ DD-214-Veterans Only.

9.\_\_\_\_ Note: Applicants tentatively selected for employment at Bay Pines VA Healthcare System are subject to urinalysis to screen for illegal drug use prior to appointment (hire). Applicants who refuse to be tested, will be denied employment with the VA Healthcare System.

Your completed application may be submitted to:

Adrian Griffin RN, Nurse Recruiter (118)  
Bay Pines VA Medical Center  
P.O. Box 5005  
Bay Pines, FL 33744 or hand carried to Building 22-Rm 116B

If you have any questions, please do not hesitate to contact me at (727) 398-6661 Ext 4661 or e-mail at [adrian.griffin@va.gov](mailto:adrian.griffin@va.gov). Fax number is (727) 319-1032. I appreciate your interest in our medical center and look forward to talking with you.

Sincerely,

Adrian Griffin RN  
Nurse Recruiter

*Return to Nurse Recruiter*

# RN Application Packet

























































