

Meeting Name	Shared Governance Professional Practice and Development			Council/Meeting Minutes	Please check off all components and indicators that relate to each topic being discussed.
Location	FMCR				
Date	4/18/2018				
Time	1100-1300				
Conducted By	Sherin Ninan, MS, CNRN ED Tammy Wilson, BSN, RN Coordinator 5S				
Topic/ Facilitator	Discussion	Staff Input & Feedback	Action	Magnet Components	Strategic Plan Indicator
1. Call to Order A. Recorder B. Introductions C. Review of previous meeting minutes	<ul style="list-style-type: none"> Meeting called to order @ 1105. Recorder/Timekeeper: Kristin Cutaia, RN, BSN-BC. New Members/Welcome Joe Nappi-Appreciate her help on our Magnet journey (March) minutes distributed via email. Approval of March 2018 meeting minutes. 	<ul style="list-style-type: none"> Minutes received. No changes. 	Attendees Conference "Call-in" number: 888-602-0202 Then press Passcode: 914-366-3502 and then the # key <ul style="list-style-type: none"> Approved. No changes to be made to previous minutes. 		
2. Staff Certification	Discussion lead by Carolyn Young RN 2C CNS <ul style="list-style-type: none"> Promoting RN certification: Badges being handed out during nurse's week at certification breakfast. Promoting certification through unit Shared Governance Councils. Kathleen Calabro: <ul style="list-style-type: none"> Need certification information of all RN staff. Kathleen is creating a data base to track level of education and certification. Current lists will be sent out to managers on which staff 	<ul style="list-style-type: none"> Sherin Ninan RN ED: Goal is to motivate staff to increase certification. Staff noted difficulty motivating staff members. Want to think of a motivational way to encourage staff. A lot of push back on monetary compensation being too little from floor staff. Counsel willing to help when needed. 	<ul style="list-style-type: none"> Units will continue with goals and work on staff certification and projects. 	<input type="checkbox"/> Transformational Leadership <input type="checkbox"/> Structural Empowerment <input checked="" type="checkbox"/> Exemplary Professional Practice <input type="checkbox"/> New Knowledge, Innovations and Improvements	<input checked="" type="checkbox"/> People <input type="checkbox"/> Patient Experience <input checked="" type="checkbox"/> Quality <input type="checkbox"/> Financial Performance <input type="checkbox"/> Operations

	<p>members are missing information related to education and certification.</p> <ul style="list-style-type: none"> • Laminated Clinical Ladder Requirements signs were made and are to be posted on each nursing unit for RN staff to view. 	<ul style="list-style-type: none"> • Council agrees the signs are beneficial. • New requirement for Level IV to assist in staff competency. 	<ul style="list-style-type: none"> • Send updated information to HR so a complete list can be made. • Signs will be hung by committee members on their units. Communicate and present at staff meetings / councils. 		
3. Unit Updates	<ul style="list-style-type: none"> • Carolyn Young CNS 2C updated on progress of New Graduate RN's orienting on 5 North. • Dianna Pollock RN ICU: <ul style="list-style-type: none"> ▪ ICU education council is working on this year's ICU competency. Focus on Massive Blood Transfusion, getting Chemotherapy certification, review of ventilator patients, and skin care. Brought up possible benefits of giving critically ill patients their own breast milk. • Monica Melo RN 5S: Feels that at night, they are "Nursing in the Dark". Wants to be more involved and increased involvement of night staff. • Keirra Gonzalez RN 2N brought up pain management issues after embolization procedures and barriers getting proper pain control orders. Uncontrolled pain is leading to increased length of stay on patients who should be on observation status and discharged. • Keirra Gonzalez RN 2N noted they have techs on shared governance counsel. They have created their own shift report 	<ul style="list-style-type: none"> • Judy Dillworth encouraged further investigation into a possible research project involving critically ill patients and benefits of breast milk. • Counsel in agreement to help find ways to better involve night shift nurses. • Committee member _____ recommended possibly doing a project to work with physician and pharmacy to work on a pain management algorithm for these patients. 	<ul style="list-style-type: none"> • Recommendations taken under advisement • Committee recognizes that involving nights is an ongoing issue and will seek ways to resolve and include night nurses. • Consider discussion with pain management team/committee. • Exemplifies teamwork and participation. 	<input type="checkbox"/> Transformational Leadership <input type="checkbox"/> Structural Empowerment <input checked="" type="checkbox"/> Exemplary Professional Practice <input type="checkbox"/> New Knowledge, Innovations and Improvements	<input checked="" type="checkbox"/> People <input type="checkbox"/> Patient Experience <input checked="" type="checkbox"/> Quality <input type="checkbox"/> Financial Performance <input type="checkbox"/> Operations

	catered to their patients' needs on the unit.				
4. Committee Updates	<ul style="list-style-type: none"> Standards Committee, SOC reported by Rachel Ansaldo RN INF <ul style="list-style-type: none"> Pain protocol has been updated and reviewed. Frenotomy Procedure and Protocol introduced by Yeva Posner RN MCH Yeva is also working on a policy/protocol for lactating mothers while an inpatient. What drugs are safe vs unsafe for the breastfeeding mom to have? Mother/Baby rooming-in is being revised. Need clarification and accountability on who is responsible for the baby at the bedside and who is providing the baby care. Babies have been found unsupervised. 	<ul style="list-style-type: none"> Updated Updated Counsel looking forward to this protocol. Agree this is always a grey area for unit. Joe Nappi recommends it be readily available to all staff Recommend family member/friend who is staying to help mother/baby to sign something stating they are taking responsibility of infant care. Joe Nappi recommends once this protocol updates it be shared with all units. Many people do not know rooming in is an option. 	<ul style="list-style-type: none"> Yeva Posner to continue development, with support of council. 	<input type="checkbox"/> Transformational Leadership <input type="checkbox"/> Structural Empowerment <input checked="" type="checkbox"/> Exemplary Professional Practice <input type="checkbox"/> New Knowledge, Innovations and Improvements	<input checked="" type="checkbox"/> People <input checked="" type="checkbox"/> Patient Experience <input checked="" type="checkbox"/> Quality <input type="checkbox"/> Financial Performance <input type="checkbox"/> Operations
5. Meeting Updates	<ul style="list-style-type: none"> Dianna Pollock RN ICU brought up that staff RN's cannot make groups on Outlook and it is hindering communication. Judy Dillworth brought up we need a 3 year plan to increase certifications. <ul style="list-style-type: none"> Need to create base line data by whole organization and by unit to set realistic goals. 	<ul style="list-style-type: none"> Other Committee members having same problem. 	<ul style="list-style-type: none"> Judy and Cathy are working on a solution with IT. 	<input type="checkbox"/> Transformational Leadership <input checked="" type="checkbox"/> Structural Empowerment <input checked="" type="checkbox"/> Exemplary Professional Practice <input type="checkbox"/> New Knowledge, Innovations and Improvements	<input checked="" type="checkbox"/> People <input type="checkbox"/> Patient Experience <input checked="" type="checkbox"/> Quality <input type="checkbox"/> Financial Performance <input type="checkbox"/> Operations

	<ul style="list-style-type: none"> ○ Need to assess benchmark and ways to increase certifications • Judy educated committee that “BSN in 10” law requires RNs to have BSN within 10 years of licensing in NYS. This law affects future nurses graduating from associate or diploma nursing programs. All current RNs licensed in NY are exempt from the new requirement. • Sherin Ninan RN ED brought forward that many nurses advancing their careers as FNP cannot get jobs at Phelps and Phelps is losing valued employees. Phelps only hiring ANP nurses. 	<ul style="list-style-type: none"> • Updated-offered that online classes are reasonable to do. • Ideas offered to promote nurses to pursue ANP vs FNP. Have Hofstra speak about their program. Find help with career planning in the future. 	<ul style="list-style-type: none"> • Committee will update their units. • Moving forward will look into ways to help keep these nurses in the system. 		
6. Magnet journey	<ul style="list-style-type: none"> • Lead by Judy Dillworth: Multiple programs are available to support growth currently: <ul style="list-style-type: none"> ○ Map IT, ○ Inspiring Leader, ○ Nursing Promise, ○ Preceptor program. • Lead by Judy Dillworth: Professional Practice Model brainstorming session will be held during Nurses Week. 	<ul style="list-style-type: none"> • Committee has concerns about those staff member’s in-between or those who do not belong to one of these programs? What support/programs are available for them? How can we facilitate nursing growth and career advancement? • Need to get the magnet journey information to staff, even those that are not nursing 	<ul style="list-style-type: none"> • Connie Vance, EdD, RN author of <i>Fast Facts for Careers in Nursing</i> will speak during nurse’s weeks. • Staff to email Judy any ideas and questions regarding mentor program that Connie may be able to assist with. • Committee members can help spread word on available councils and projects for staff to become involved in, in an effort to provide professional growth. • Table will be open during nurse’s week for staff to ask questions and to educate more people of the importance of this journey. 	<input type="checkbox"/> Transformational Leadership <input checked="" type="checkbox"/> Structural Empowerment <input checked="" type="checkbox"/> Exemplary Professional Practice <input type="checkbox"/> New Knowledge, Innovations and Improvements	<input checked="" type="checkbox"/> People <input type="checkbox"/> Patient Experience <input type="checkbox"/> Quality <input type="checkbox"/> Financial Performance <input type="checkbox"/> Operations
Adjournment	Meeting was adjourned at 1300.				
Next meeting	May 16, 2018 at 1100 in the Family Medical Conference Room.				

Respectfully Submitted, Recorder/Credentials : Kristin Cutaia RN, BSN-BC Date 04/25/18

Co-Chair Signature

Date _____

Director Signature

Date _____