

Meeting Name	Professional Practice & Development		Council/Meeting Minutes	Please check off all components and indicators that relate to each topic being discussed.	
Location	HOCH Center, Room 1				
Date	9/19/2018				
Time	1100-1300				
Conducted By	Tammy Wilson, BSN, RN (Co-Chair) Sherin Ninan, MS, CNRN (Co-Chair) Carolynn Young, MS, RN-BC (Facilitator)				
Topic/ Facilitator	Discussion	Staff Input & Feedback	Action	Magnet Components	Strategic Plan Indicator
1. Call to Order: A. Welcome B. Identification of Timekeeper and Recorder C. Introductions D. Review of previous meeting minutes	<ul style="list-style-type: none"> Meeting called to order @ 11:10 AM. Recorder/Timekeeper: Rachel Ansaldo, BSN, RN. New Members/Welcome. August minutes distributed via email. Approval of August 2018 meeting minutes. 	<ul style="list-style-type: none"> Call-in: Sherin Ninan, MS, CNRN (ER), Monica Melo (5 North). Doreen Wall, RN stated that Ann Dignan, RN will be representing Behavioral Health on this Council. Cherry Fuentes, RN spoke last month about her EBP poster on Mentoring. Cherry will present this poster on Sept. 28 at the Northwell Research Day. 	Attendees Conference call-in number: 888-602-0202 . Then press passcode: 9143663502# .	<input checked="" 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
2. Standards of Care (SOC) Committee Report Updates in Policies and Procedures	<ul style="list-style-type: none"> Nursing Website – Professional Practice & Development. Career Ladder – 3 new RNs leveled up: Lauren Guardino, RN (5 South) RN I to RN II, Christopher Moon, RN (5 South) RN I to RN II, Alex Reale, RN (2 North) RN II to RN III. Preventing Falls Committee – Fall Protocol/Fall Risk Assessment. <ul style="list-style-type: none"> Adopting Northwell Fall Risk Assessment. 	<ul style="list-style-type: none"> Next month Karen Barger, BSN, RN will join the committee. She is the co-chair for the Credentialing Committee. Falls have increased. 	Continue to demonstrate to colleagues this valuable resource at staff meetings and unit briefs. Monthly monitoring to be continued by the Falls Committee (using Debriefing Tools)	<input checked="" 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

SOC Committee Report (continued)	<ul style="list-style-type: none"> • <u>Bed/Chair Alarms</u> <ul style="list-style-type: none"> ○ Beds with internal alarms. ○ New chair alarms. ○ Video monitoring (movable). 	<ul style="list-style-type: none"> • Different kinds of alarms. (i.e. Rachel Ansaldo, BSN RN asked about recordable alarms by family members) • Kai Yamamoto, RN OR asked if it is cloud based, concern for HIPAA compliance, access from outside sources. • NWH and LI use them. 	<p>These alarms are not recorded.</p> <p>Pilot of chair alarms in October by C. Burke, RN and C. Young, RN.</p>		
	<ul style="list-style-type: none"> • <u>Release for Emergency Blood Transfusion</u> <ul style="list-style-type: none"> ○ Uncrossed blood, <3 units. ○ Not to be confused with the Massive Blood Transfusion (release of 4 or greater units of blood). ○ New protocol to prevent waste. • <u>Ultrasound Gel Northwell Policy</u> <ul style="list-style-type: none"> ○ This gel only needs to be dated if warmed. ○ Disinfect tip and outside of bottle after use (wipe with PDI). • <u>Latex Allergy Screen</u> <ul style="list-style-type: none"> ○ Communication goes to OR first for booking. ○ Screen on Meditech like sleep apnea and pain will be created. 	<ul style="list-style-type: none"> • Kai Yamamoto, RN OR asked if the level of acuity can be elevated in case more than 2 units are needed. The answer is that yes, the level of acuity can be elevated. • IC measures. • Kai Yamamoto, RN OR asked if the message would be linked to the OR screens. • Carolynn Young, MS, RN-BC responded that the message goes to the booking clerk, who enters information on the OR schedule. This alerts PACU and Anesthesia of patients who are allergic to latex, when reviewed prior to OR. 	<p>Approved by Laboratory & Nursing Leadership.</p> <p>Posted on Phelps Nursing Standards of Practice (SOP) Index.</p> <p>To be posted on Phelps Nursing SOP Index.</p> <p>Workgroup with PST Clinical RN's and IT dept.</p>	<input checked="" 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 type="checkbox"/> People <input type="checkbox"/> Patient Experience <input checked="" type="checkbox"/> Quality <input type="checkbox"/> Financial Performance <input type="checkbox"/> Operations

SOC Committee Report (continued)	<ul style="list-style-type: none"> • <u>Surgical Site Infection (SSI) bundle</u> Patient Education and Audit tool (surgical site infection)-CMS. <ul style="list-style-type: none"> ○ Prior to surgery, patients have to be bathed in Chlorhexidine (CHG) wipes. ○ Focus: Colon surgery, total joint (hip/knee,) and hysterectomy. ○ 2 nights before surgery and right before surgery. ○ Washing 6 sites, 6 wipes needed. ○ Pre-op checklist: hemoglobin A1c, blood sugars, oxygen, temperature, CHG wipes. ○ Outpatient Education sheet: will be in color and Cherry Fuentes, RN helped submit for readability (5th grade reading level). ○ Will be available online. 	<ul style="list-style-type: none"> • See Handout (CHG Wipes). • Kai Yamamoto, RN OR asked if there is a surface area that each wipe can cover. • Judy Dillworth, RN asked if there was a target range for hemoglobin A1c.. • Carolynn Young, RN stated that the policy was adopted from Northwell's infection control policy. 	<p>Outpatient Handout distributed to patients. Requesting any suggestions/comments. Then major printing and distribution & translation to Spanish.</p>		
SOC Committee Report (continued)	<ul style="list-style-type: none"> • <u>Blood Component Administration</u> (Northwell policy) <ul style="list-style-type: none"> ○ Vitals signs pre, in 15 min, completed and 30 min post. • <u>Vital Signs</u> <ul style="list-style-type: none"> ○ Procedure will be in Nursing/Tech orientation competency. ○ There will be a link on Phelps Intranet to access policy and print. ○ 7 different competencies ○ Rectal temp is most accurate. 	<ul style="list-style-type: none"> • Rachel Ansaldo BSN, RN stated that Infusion Center has implemented this protocol for vital signs. • Jo Nappi, RN observed that the procedure is used to orient staff to practice and assess competency at the same time. • Rachel Ansaldo BSN, RN asked if policy is procedural or also take into account frequency dependent on unit. 	<p>Approved by Laboratory & Nursing Leadership. Under review and crosswalk with CNS/Educators for education & implementation plan.</p> <p>Under review and crosswalk with CNS/Educators for education & implementation plan.</p>	<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 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"> ○ Orthostatic blood pressures discussed. 	<ul style="list-style-type: none"> • Doreen Wall, RN observed that it also does not take into account the variety of equipment. 			
SOC Committee Report (continued)	<ul style="list-style-type: none"> • <u>Pain Management</u> • <u>Central Venous Catheter</u> <ul style="list-style-type: none"> ○ In Infusion Center, heparin is infused via PICC lines due to high risk (oncology) population. ○ Working on next draft. ○ Vascular Access team questioned CVC competencies. It was a red flag for Joint Commission. • <u>Transport of Adult patient Within a Facility (ICU/5S)</u> <ul style="list-style-type: none"> ○ States what is needed for appropriate transport of adult patients. 	<ul style="list-style-type: none"> • Doreen Wall, RN questioned about techs asking about pain. • Carolynn Young, RN stated it will be discussed in the Pain Committee. • Sherin Ninan MS, CNRN also questioned why techs cannot ask about pain if it is a subjective value. • Jo Nappi, RN inquired about how often competencies are assessed. • Carolynn Young, RN reported that competency topics are identified yearly for high risk low volume and blood administration. • Carolynn Young, RN reported that CVC competencies are assessed upon hire and if there is an issue after hire. • Suggestion for simulation lab for competency. • Policy was given to Susanne Mateo, OR, and ER for review. 	<p>Approved by Medical Staff & Nursing Leadership. Under review and crosswalk with CNS/Educators for education & implementation plan.</p> <p>In review at System Nursing Policy & Procedure Committee. Await version 2.</p> <p>In review at System Nursing Policy & Procedure Committee. Await version 2.</p>	<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
3. Feedback of Activities	<ul style="list-style-type: none"> • <u>Professional Practice Model</u> <ul style="list-style-type: none"> ○ Positive feedback from the staff. 100% agreement by RNs. ○ Addition of the knowledge “leaf.” ○ Next step is to write a narrative. 	<ul style="list-style-type: none"> • Rachel Ansaldo, BSN RN reported that the PPM and image were approved. • Judy Dillworth, RN handed out packet to help inspire the narrative, included nursing 	<p>Establish small workgroup to develop narrative.</p>	<input checked="" type="checkbox"/> Transformational Leadership <input type="checkbox"/> Structural Empowerment <input checked="" type="checkbox"/> Exemplary Professional Practice <input checked="" 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"> ○ Bring back to staff on each unit and see how the PPM and the values resonate with the RNs. <ul style="list-style-type: none"> • Daisy Award • MAP-IT 	<p>theorists, collaborative care model, and Team STEPPS.</p> <ul style="list-style-type: none"> • Jo Nappi, RN suggested it be simple and concise, like it could fit on a badge. • Rachel Ansaldo, BSN RN suggested asking nurses on each unit to “tell their story from a value on a leaf.” • Tammy Wilson, BSN RN suggested that we go through the stories and then feature one. <ul style="list-style-type: none"> • Rachel Ansaldo, BSN RN explained the MAP-IT program. The class is available for clinical staff on mentoring and leadership; with a 10 month commitment. 	<ul style="list-style-type: none"> • Next step for narrative? Email or Healthstream? Bring it back to units. <ul style="list-style-type: none"> • Will be discussed at Recruitment and Retention Council (TBD) <p>Submit to Recruitment & Retention Council.</p> <p>Next MAP-IT Program begins in October 2018. The 2019 class is now closed. Consider application for 2019-2020 class.</p>		
	<ul style="list-style-type: none"> • Clinical RN Feedback <ul style="list-style-type: none"> ○ Trends in Nursing Practice ○ College Affiliations ○ Outside Education ○ Chrome River ○ Recruitment, Retention, and Recognition (RRR) Council 	<ul style="list-style-type: none"> • Trends in Nursing Practice date is Sept 20, register on Healthstream. • Link will be available on Nursing Website. • Judy Dillworth, RN stated that new nursing recruiter will hopefully join the RRR council. • Suggestions for RRR Council included hosting job fairs and recruitment activities. 	<p>Available to all staff.</p> <p>Refer to email from Nancy Fox.</p> <p>Refer to Nursing Website for more details.</p>	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Transformational Leadership <input type="checkbox"/> Structural Empowerment <input checked="" type="checkbox"/> Exemplary Professional Practice <input type="checkbox"/> New Knowledge, Innovations and Improvements 	<ul style="list-style-type: none"> <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"> ○ Certifications or Unit Updates? 	<ul style="list-style-type: none"> • (ED) increased amount of nurses interested in taking the CEN exam – 5 RNs • (Behavioral Health) lending library; online bundles of exams will get reimbursed if they pass. 			
Adjournment	Meeting adjourned at 1250.		Conference call-in number is: 888-602-0202 .		
Next Meeting	October 17th at 1100-1300 in the FMCR (Bldg 755; room 410)		Then press passcode: 9143663502# .		
<p>Respectfully Submitted, Recorder/Credentials _____ Date _____</p> <p>_____</p> <p>Co-Chair Signature _____ Director Signature _____</p> <p>Date _____ Date _____</p>					