

<b>Meeting Name</b>	<b>CNO Advisory Council Meeting Minutes</b>		<b>Council/Meeting Minutes</b>	Please check off all components and indicators that relate to each topic being discussed.	
<b>Location</b>	<b>Family Medical Conference Room</b>				
<b>Date</b>	10/17/2018				
<b>Time</b>	<b>3:00 – 5:00 pm</b>				
<b>Conducted By</b>	Mary McDermott, MSN, RN, NEA-BC				
<b>Note Taker</b>	<b>Kathleen Calabro</b>				
<b>Topic/ Facilitator</b>	<b>Discussion</b>	<b>Staff Input &amp; Feedback</b>	<b>Action</b>	<b>Magnet Components</b>	<b>Strategic Plan Indicator</b>
Review of Minutes 9/17/18	Meeting minutes were emailed and also reviewed on Nursing Website	No changes		<input checked="" 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
Outstanding topics from September meeting reviewed by M. McDermott	<b>Welcomed the new members:</b> <ul style="list-style-type: none"> <li>ICU - Alice Mulligan BSN, RN</li> <li>5North - Candice Johnson BSN, RN</li> </ul> Mary reiterated the main goal of the CNO Advisory Council is a forum for nurses to discuss with the CNO any questions for concerns on their units. <u>Uniforms</u> By year end 2018, nurses will be ordering white tops. They are high quality and anti-microbial. Mary is working with the vendor. For infection prevention reasons, nurses should not be wearing sweaters or fleece jackets. A shirt underneath the	<u>Uniforms</u> A. Mulligan was concerned that a white top would show stains. M. McDermott shared that she saw a demo and when water was poured on the top, it beaded off.	<u>Uniforms</u> M. McDermott, RN will look into gender specific scrubs. She suggested that a scrub jacket be worn. There will be a “fashion show” by year end for RNs to try the scrub tops to determine the correct size.	<input checked="" 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 checked="" type="checkbox"/> Patient Experience <input checked="" type="checkbox"/> Quality <input type="checkbox"/> Financial Performance <input checked="" type="checkbox"/> Operations

	<p>white top is allowed as well as scrub jackets. For this year, scrub pants are not being changed.</p> <hr/> <p><b>Nursing Town Halls</b> We had great feedback for those who attended the town halls.</p> <hr/> <p><b>Recruitment, Retention &amp; Recognition Council</b> Marisol Antunez, Sr. Talent Acquisition Specialist and Career Coach was invited and agreed to be a regular member on the council. We are also looking for representation from every unit/service with committed and engaged RNs to participate.</p>	<p>Kelly Perish BSN, RN was inquiring if they make scrubs that are gender specific since the current scrubs do not fit properly.</p> <hr/> <p><b>Nursing Town Halls</b> Council members asked if the Nursing Town Halls would be repeated this year. They suggested that these forums be better publicized and consider unit-based town halls for those areas where attendance is difficult (e.g. OR).</p> <hr/> <p><b>Recruitment, Retention &amp; Recognition Council</b> Michael Palazzo BSN, RN 2Center representative works nights and suggested the shared governance day 6:00-7:00 pm would be engaging for the night staff. K. Perish, RN thought the 8:00-9:00am would be the best time.</p>	<p><b>Nursing Town Halls</b> Based on feedback, M. McDermott, RN will plan quarterly town hall sessions in 2019.</p> <hr/> <p><b>Recruitment, Retention &amp; Recognition Council</b> Meeting structure, including regular membership and consistent meeting times to be developed. All CNO Advisory Council members to poll their nurse colleagues to determine the best time and day for the council members.</p> <p>Please email <a href="mailto:MMcDermott2@northwell.edu">MMcDermott2@northwell.edu</a> Or <a href="mailto:JDillworth@northwell.edu">JDillworth@northwell.edu</a></p>		
Professional Practice Model (PPM)	J Dillworth, RN said that 100% of the nurses who responded to the HealthStream module agreed the PPM reflects by-in from the nurses	All discussed possible ways to write the narrative for the PPM e.g. use comments from	Clinical nurses will bring back the Professional Practice Model and discuss at the unit based shared governance councils. Each of the units will chose a	<input checked="" type="checkbox"/> Transformational Leadership <input checked="" type="checkbox"/> Structural Empowerment	<input checked="" type="checkbox"/> People <input checked="" type="checkbox"/> Patient Experience <input checked="" type="checkbox"/> Quality

-Judy Dillworth PhD, RN, FCCM, CCRN-K, NEA-BC	<p>we need to write a narrative that coincides with the development of the PPM. Next steps:</p> <ul style="list-style-type: none"> <li>• Rachel Ansaldo BSN, RN, the PPM artist, will share with Judy her inspiration to developing the PPM.</li> <li>• Obtain feedback from the nurses in order to write the narrative</li> <li>• J. Dillworth, RN will begin narrative, incorporating nursing theorists; Jean Watson and Patricia Benner.</li> </ul>	HealthStream, have unit councils choose a portion of the PPM (leaf, tree) to write about.	<p>leaf of their choice and describe what it means to them.</p> <p>Please email <a href="mailto:jdillworth@northwell.edu">jdillworth@northwell.edu</a> your unit responses.</p>	<input checked="" type="checkbox"/> Exemplary Professional Practice <input checked="" type="checkbox"/> New Knowledge, Innovations and Improvements	<input checked="" type="checkbox"/> Financial Performance <input checked="" type="checkbox"/> Operations
Clinical Nurse Agenda with Updates	<p>Council member's re- introduced themselves and shared their units are focusing.</p> <p><i>See below</i></p>			<input checked="" type="checkbox"/> Transformational Leadership <input checked="" 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 checked="" type="checkbox"/> Patient Experience <input checked="" type="checkbox"/> Quality <input checked="" type="checkbox"/> Financial Performance <input checked="" type="checkbox"/> Operations
5North: Candice Johnson BSN, RN	5 North is continuing to work on reducing noise on the unit. They are considering a change in the designated start time of quiet time from 3:30 to 4:30. The plan is also to establish a quiet time at night.	Candice Johnson, RN asked M. McDermott, RN if they will get back the equipment room that was converted to a patient room due to the high census. Candice is concerned about the clutter in the unit and that it adds to the noise on the unit.	<p>M. McDermott, RN explained the decision to use the equipment room as a patient room is census dependent.</p> <p>To address the space/noise issue, Mary McDermott, RN is working closely with IT trying to decrease the clutter/Workstations on wheels (WOWS) and possibly have flat screen TV's on the walls.</p>		
ICU Alice Mulligan BSN, RN	A. Mulligan,RN said the ICU is focusing on the Awakening and Breathing Coordination, Delirium Monitoring and Management, and Early Mobility Family (ABCDEF)	A. Mulligan, RN asked why an updated resume is required for the yearly evaluations.	Congratulations to ICU for having no VAEs. To help visualize outcomes of the ABCDEF initiative, K. Calabro will graph Vent days and Restraints.		

	Bundle to improve outcomes for Ventilated patients.		M. McDermott, RN explained that a resume is part of your professional portfolio and important to keep current. M. McDermott looks at every portfolio, which provides a snapshot for further professional development, such as obtaining board certification or a specific competency		
Endoscopy Paola Zavala, BSN, RN	ENDO is going electronic with a new gMed in room Solution. Also the plan is to use Allen TV's as a part of patient education.		More information regarding outcomes to follow.		
Infusion Center - Irma Tertulien MSN, RN, C- EFM & Mary Phiakhamta ASN, RN Coordinator in the Cancer Program/ Infusion	I. Tertulien shared the unit focus is improving work flow. Gathering the data is very time consuming since there are various repositories. M. Phiakhamta shared that there is discussion to require lab work to be completed prior to the patient's treatment. There would be a tremendous benefit to know the patient's lab values before they make the trip to the hospital. Sometimes treatments need to be postponed due to the lab values.	M. McDermott, RN added how fortunate we are to now have Dr. Richard Barakat as the Physician-in-Chief and Director of Cancer at Northwell Health Cancer Institute.	The infusion center just implemented MediTech in the Cancer Center and All Scripts is used by the physicians. The goal is to decrease wait time.  The new policy to have labs reviewed 72 hours before treatment is in review.		

Behavioral Health -Doreen Wall MS, RN-BC	Doreen Wall, RN is the Principal Investigator of the IRB Approved Study “The Effect of Mandala Coloring on Psychiatric Inpatient’s Anxiety”. She reported that 4 patients have been enrolled in the study and have completed the Becks Anxiety (BAI) Tool pre and post coloring to date. Patient recruitment (sample size of 75 patients over a 6-month period) is challenging because ECT Patients are excluded from the study.	S. Giammattei, RN also acknowledged Jessica Khalaf, recreational therapist on 1 South for working with Doreen on this study. M. McDermott, RN shared how proud she is of the 2 IRB approved studies in progress and the two studies which are being submitted for scientific review: 1) “The effects of lavender essential oil on sleep in hospitalized adults”, <i>Carol Daley MSN, RN, CNML is the site PI.</i> 2) “Evaluating the efficacy of a mindfulness based mobile application on stress reduction amongst nurses”, <i>Candace Huggins MSN, RN, NE-BC, CEN is the site PI.</i>	M. McDermott reminded everyone of the resources available to the staff: - Dr. Peggy Tallier, EdD, RN, MPA - Judy L. Dillworth, PhD, RN, FCCM, CCRN-K, NEA-BC - Organization Development. - Resources at Northwell.		
1 South Steven Giammattei AAS, RN	S. Giammattei, RN shared how the two techs on the unit completed a safety checklist with the goal of making the unit safer. Also, report sheets were revamped. S. Giammattei, RN said there is a need for a real restraint bed on the unit.		Other council members thought they too would benefit with safety check list. Steven will share the finalized safety plan with K.Calabro so she can distribute to council members. S. Giammattei should discuss the need for beds with his Nurse manager so that it can be submitted in the capital budget.		
MCH Susanne Neuendorf	Susanne Neuendorf, RN explained that the Quantitative Blood Loss (QBL) project is ready to be implemented, pending education in	M. McDermott, RN explained how the patient hemorrhage events from 2017 led to new and	More information to follow.		

BSN, RN, NCC-EFM	Health Stream and purchase of the scales. New physicians believe in physician and nurse rounding and this initiative is working out very well. Dr. Manzen Khalifeh is the new neonatologist. As a patient safety focus, Dr. Khlaifeh is investigating a baby monitoring system called BioStamp. This will help keep babies safe while still promoting rooming in.	improved policies and procedures. We also have a contract with a blood agency which provides us with platelets at all times.			

	Quantitative Blood Loss (QBL) project is waiting for rollout of RN		M. McDermott shared how the patient		
Patient Experience	M. McDermott, RN shared that every Wednesday morning Management reviews all the Press Ganey Patient Experience comments.		<p>As part of a new initiative to improve patient experience, Managers are tasked to speak to the patients who had a negative comment in order to better understand the patient complaint.</p> <p>When a staff member is complimented, their name should be entered in the My Recognition Program.... A certification can be printed from that recognition and it can be added to your portfolio!</p>	<input checked="" type="checkbox"/> Transformational Leadership <input checked="" 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 checked="" type="checkbox"/> Patient Experience <input checked="" type="checkbox"/> Quality <input checked="" type="checkbox"/> Financial Performance <input checked="" type="checkbox"/> Operations
Allen TV:	<p>Would it be possible to have weekend coverage for maintenance of the Allen TV's?</p> <p>Concern with the arms of the Allen TV's was also brought up again. K. Calabro shared that it was in the budget for 2019 to replace dangerous arms.</p>	Council members commented on occasions when patients had to be moved to different rooms due to non-working TV's.	<p>M. McDermott, RN spoke to Glen Taylor to replace the Allen TVs with wall mounted flat screen TVs. Staff are encouraged to visit 3 North (sleek and not cluttered).</p> <p>K. Calabro will add to questions/concerns for Glen Taylor.</p>	<input checked="" type="checkbox"/> Transformational Leadership <input checked="" 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 checked="" type="checkbox"/> Patient Experience <input checked="" type="checkbox"/> Quality <input checked="" type="checkbox"/> Financial Performance <input checked="" type="checkbox"/> Operations
Opening of 3 North M. McDermott, RN	The scheduled opening of 3 North is Nov.1, 2018 as primarily a post-op surgical floor with 1 bariatric room. There will be a sink in every room to promote hand hygiene compliance. Yes, there is a carpet... Michael Dowling thinks the carpet promotes quietness. The carpet is tiled so sections can be easily replaced.	The plan to increase nursery from Level 1 to Level II will provide a great service to many of the woman who want to deliver here.	<p>Long term vision:</p> <p>-5North will temporality go to 2North so we can cosmetically fix 5North. When that is complete 5North will return to their unit.</p> <p>-BRU unit will all be on the 2<sup>nd</sup> floor. - Maternal Child Health including Pediatric unit will be on the 4<sup>th</sup> floor.</p> <p>-Increase nursery from Level 1 (Basic Newborn Care) to Level II (Advanced Newborn Care).</p>		

<p>Updates to the Nursing Website- K.Calabro</p>	<p>Demonstrated the following enhancements to the Nursing Website</p> <p><b>Updates Reviewed:</b></p> <ul style="list-style-type: none"> <li>Professional Practice and Development <ul style="list-style-type: none"> <li>New request form for outside educational program</li> <li>Added 2<sup>nd</sup> Q '18 RN Education</li> </ul> </li> </ul> <p><b>New Sections Displayed:</b></p> <ul style="list-style-type: none"> <li><b>The Journal Club</b> - converted to the traditional monthly meeting to a Blogging Page. There are articles posted and the expectation is that the RNs would add comments. This supports RN-RN communication and innovation!</li> <li><b>Pressure Injury Resource (PIR) Team</b> <ul style="list-style-type: none"> <li>Pictures from the Skin Champion Education Program</li> </ul> </li> </ul>	<p>Council Members discussed BSN and Certification Rates. Every unit should establish realistic unit goals</p> <p>Question on the Clinical Ladder? If you meet the requirements of a level IV, is there a time frame that you need to be at a level III before moving up? Irma Tertulien, RN thought you could move from RN II to RN IV if all the requirements are met.</p>	<p>. Please seek K. Calabro's help if you need it.</p> <p>M. McDermott, RN will review with the Directors and clarify at the next meeting.</p>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Transformational Leadership</li> <li><input checked="" type="checkbox"/> Structural Empowerment</li> <li><input checked="" type="checkbox"/> Exemplary Professional Practice</li> <li><input checked="" type="checkbox"/> New Knowledge, Innovations and Improvements</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> People</li> <li><input checked="" type="checkbox"/> Patient Experience</li> <li><input checked="" type="checkbox"/> Quality</li> <li><input checked="" type="checkbox"/> Financial Performance</li> <li><input checked="" type="checkbox"/> Operations</li> </ul>
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