

| Meeting Name | ### FMCR 5/16/2018 1100-1300 Tammy Wilson, BSN, RN Coordinator 5S | | | | | |
|--|--|--|---|--|--------------------------------|--|
| Location | | | smeph i | | | |
| Date | | | Council/Meeting Minutes | Please check off all components and | | |
| Time | | | | indicators that relate to each topic being discussed. | | |
| Conducted By | | | | being discussed. | | |
| Topic/ Facilitator | Discussion | Staff Input & Feedback | Action | Magnet Components | Strategic Plan Indicator | |
| A. Recorder B. Introductions C. Review of previous | Meeting called to order @ 1105. Recorder/Timekeeper: Keirra Gonzalez, MSN, RN-BC New Members/Welcome | + r (ii ii 'Rulffwi'' i | Attendees Conference "Call-in" number: 888-602-0202 Then press passcode: 914-366-3502#. | | | |
| meeting minutes | April minutes distributed via email. | Clarification of pg. 2 IR embolization project. Night RN staff recommends a project with IR physician and pharmacy to work on an interdisciplinary pain management algorithm for post embolization patients. | Judy Dilworth discussed importance of reading meeting minutes and giving corrections in order for minutes to be accurate. Responsibility of council members is sharing the information from council meetings to unit colleagues. | Improvements | | |
| | Approval of April 2018 meeting minutes. | No additional changes. | Approved. Minutes distributed by email to council members 1 week prior to meeting. | 22-sumplary 24-sumplary Productional Products | Dentality Penamina Springer | |



| 2. Charge Nurse | Discussion led by Nancy Fox. | | | □Transformational | ⊠People |
|-----------------|---|--|--|-----------------------|---|
| Competency | Presented Charge Nurse | What is the difference? | | Leadership | |
| | Competency form. Discussed | Difference between Triage and | | ⊠Structural | ⊠Patient □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ |
| | differences between Triage vs | Charge Nurse discussed. | | Empowerment | Experience |
| | Charge RN. | Triage Nurse ensures a | Euneautor : | Linpowerment | ⊠Quality |
| | A. Purpose is to define the role | smooth work flow on the unit. | | ⊠Exemplary | |
| | of the charge nurse and to have consistent | The main responsibilities include-assigning beds and | Charge Nurse is the point person when anyone asks, | Professional | □Financial |
| | responsibilities throughout | staff to patient assignment. | "Who is in Charge?" | Practice | Performanc |
| | the facility (Phelps). | Charge Nurse is responsible | * FITTAGASC | □New Knowledge, | ⊠Operations |
| | B. Triage Nurse Title will be | for smooth work flow on the | * | Innovations and | \(\times\) Operations |
| | changed to Charge Nurse | unit, but also needs to be | meditings to timb code eguess | Improvements | |
| | which embodies a more | knowledgeable about the | imprincipos recto comecij | | |
| | involved leadership role on | patient cases on the unit/area, | members is changing. | | |
| | the unit with ongoing | the ability to address any | Reapple statistics in cancil | | |
| | accountability. | issues and conflicts (patient, | Southage | | |
| | Breaks: Identified as one | family and staff), to make sure | in order or infinites to be | - | |
| | of the main concerns in | staff are assigned breaks, and | napater and giving correction | | |
| | the RN Engagement | to oversee overall operations | importing of reading musting | | |
| | Survey: "staff not getting | on the unit. | Judy Disvorit, Listussed | | |
| | their breaks". | | The state of the s | | |
| | O THE LEGIST MEDIA LEGISTS | | 42 4 - 364-36024; | | |
| | C. Competency Assessment | Form reviewed. | See attached. Send | | |
| | Form will be used to educate & validate Triage Nurses. It | | feedback to Nancy Fox, Org. Development. | | |
| | outlines the need for the | | Form approved by council. | | 197.97(198) |
| | charge nurse role, leadership | Staff input & Fearback | Form approved by council. | Composeur | 1-178 U |
| | behaviors, and behavioral | | | · 整数以及301 | 2300000 |
| | Carcriteria. 40 M2 MARC 1-50 | Har (Cor) | the second section of the section of the second section of the section of the second section of the section of the second section of the | MANAGE OF STREET | A de la Tomonomia de la calcada |
| | Validation will be | | - | | |
| | performed by Manager or | 461 55 | | | |
| | Level IV RNs. | | | ugaji Dulku | HERBIT. |
| | Section 1995 | | 73 | Translators Tox of a | 15 to 2400 100k |
| | D. Level II RNs are required to | Rachel Ansaldo RN INF | See Nursing Career Ladder | 는 2 AND 10 SOLUTION 1 | 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 |
| | attend Professional Practice | asked when classes are | & workshop schedule, | | |
| | Development workshop. | offered. Classes are scheduled | attached. | | |
| | | quarterly, and as needed. | | | |
| | Bhared Covernmes Professional | Contact Organizational | | | |
| | | Development for information. | Recommend to make class | | |
| | h Heath. | Diana Pollock RN ICU | one of the yearly goals for all | | |
| | | suggested that units | | | |

| Ph s H Nortnwe | Hospital Ill Health* | independently. Patient Medication Selety Change in practice to scan, prepare and immediately administer meds. | | | |
|--|---|--|--|---|---|
| # SOC Committee Report Report Updates in Folicies and Protocois Chaude Marse Combeteuch (cout) | And administration of Manager State of Clarification of monetary compensation according to Clinical Ladder (leveling) including Charge Nurse responsibility. | have the list of RNs who need the class. Doreen Wall asks about RN career ladder advancement and annual performance evaluation being fair within all units. When an RN does not fulfill ladder requirements, the RN's level would be deceased. As Career Ladder advancement, RNs are compensated with each increase in "level" by 5% to their base pay. Clinical Ladder increase in pay is received with every shift worked, whether they are working, in charge, as a preceptor or at a council meeting. This was new information to many council members. | RNs (if not attended previously). Recommend that consistent process of annual evaluation needs to be done. Managers ensure that level requirements are fulfilled for maintaining and advancement, then the career ladder committee reviews portfolios and approves advancement, if warranted. Informational. | Leadership C.Structural Gampowerment Mexon plany Protessional Practice Protessional Recoverage, Practice | SPc ssee SPerions Eussiense SQuelity Financus Ferf imenso |
| 3. Board Certification | A. Phelps Nursing Department Benchmarking Statistics (Magnet Journey). B. Success Pays Program Phelps pays for certification and renewal of certification. | Judy Dilworth reported Phelps Nursing Board Certification rate is 38-43%. Bachelor's degree in nursing rate is at 79%. Certifications included in the "Success Pays" program includes: Gerontology, Medical Surgical, and Pain Management. | Follow-up with exact number at next meeting. Goal is to increase our Board Certification and Baccalaureate rates every year. Success Pays eligible exams are attached. Ot counter from regeneration Other Counter from regeneration Other from regeneration Other Counter from regeneration | ☑Transformational Leadership ☑Structural Empowerment ☑Exemplary Professional Practice ☑New Knowledge, Innovations and Improvements | ☑People☑Patient |
| AAAA LAOLEUMA | C. Compensation for Board Certification & Preparation • Review course(s) • Certification exam | Phelps pays for specialty board certification exam-after successful passing. Submit | Informational. Communicate with colleagues at staff meetings and unit discussions. | provomorito | |



| | Continuing education by | "Outside Education | Refer to unit Educator/CNS | publications and | Specialions |
|---------------------|---|--|--|------------------------------------|-----------------------|
| | CE direct (free) | Reimbursement" form. | for certification information. | Innavation and | ". The second second |
| | Certification renewal | includes: Geroriology, Medical | | Chilaran in court service | Elefonn anca |
| | Additional 50¢/hour for | - Squaess Pays' program | are attached | Practice | ,11 |
| | each board certification | Cartifications included to the | Success Pays eligible - xams | Promasi and | . Financial |
| | with maximum of 3 | | year. | ZExemplary | and the second second |
| | certifications | rate is at 79% | PST00945 74 604 8 177 8 2 1 1 1 1 2 1 | Euroe Argieui | SC area |
| | NOTE: Northwell Health only | green in sedans degree in natering | Contain whom send | Environment | and started |
| | reimburses and compensates | rate is 18-43%. | Boal lette notease our Board | - 7.7 | Patient |
| | for 1 board certification. | Nursing Soard Certification | at next meeting. | Legdership | |
| | C Codification Undeter on Units | Members encouraging co-staff | Kudos! | g. Les résis uneque é | People |
| | C. Certification Updates on Units | to prepare/sit for certification. | Kudos! Council members discussed | | |
| | | Infusion Center: RN's taking | creative ideas for support with | | |
| | | ONCC exam. | review and preparation by unit | | |
| | | OR: 2 RNs are taking their | poster boards, quizzes, Tip of | | |
| | | certification exam. | the Week, etc. | | |
| | | o ASU: RNs to take the | and vvoor, old. | | l . |
| | | certification this year. | | | |
| 4. SOC Committee | Discussed by Carolynn Young | Action/policy is driven by NW. | See attached, Policy Update | □Transformational | ⊠People |
| Report | and Rachel Ansaldo: | increase in oav is ranelyed with | 5/2018. | Leadership | |
| | A. Hypercritical Value | Seven (7) "hypercritical values" | - Intermational | □Structural | ⊠Patient |
| Updates in Policies | Notification: | were reported at Phelps in | ALL STATES | Empowerment | Experience |
| and Protocols | Lab calls Hospitalist Team | 2017. | | Linpowerment | ⊠Quality |
| | Leader/MD of hypercritical | Discussed that "Lab should | Cayleys portiones and | ⊠Exemplary | |
| | values needing immediate | also speak with the patients' | | Professional | □Financial |
| | intervention. If MD unable to | RN to evaluate / compare | Each occurrence is reviewed | Practice | Performance |
| | immediately go to pt bedside, | previous results to find out if | by nursing & laboratory | | |
| | nursing unit HUC will be called and informed that RRT | this is expected or requires | administration. | ⊠New Knowledge, Innovations and | ⊠Operations |
| | will be called by lab. | immediate intervention." | Susura that reve | Improvements | |
| | will be called by lab. | and annual performance | needs to be dense. Managers | Improvements | |
| | B. Bar Code Medication | Discussed how to have | LOGEST OF AFRICAL SYSTOCK | | |
| | When administering 2 IVP or | "evidence" of a time lapse in | Continue to follow-up with | | |
| | SQ medications: scan, draw | the eMAR where meds are | clinical RN's for best practice | | |
| | up and administer each | scanned and administered | and evidence in the eMAR. | | |
| | medication separately. | independently. | | | |
| | | Patient Medication Safety | | | |
| | | Change in practice to scan, | | | |
| | | prepare and immediately | | | |
| 4444 NOTTHWO | H HGSEU | administer meds. | | | |



| SOC Committee Report (continued) | C. Surgical Skin Preparation Skin Prep must be performed prior to patient arrival in ASU / Surgical Center. Chlorhexidine (CHG) | Patient Safety-Prevent SSI. Discussed MD Order or "core measure procedure guidelines". | Continue with education regarding the policy and practice. | mpro-e-mode | |
|-------------------------------------|--|--|--|--|--|
| | wipe/cloths are be used as the prep (skin antimicrobial). • All jewelry, including wedding rings and body piercings, | No taping of rings. No exceptions! | Oreas ideal Implemented by Kumleen. | Professional Firsteel CNew Knowledge, fano rations and | েদাক ধাৰা Performant NOperations |
| | must be removed. Any skin surface that is in contact with metal may burn when monopolar electricity is | andy C. seminded eleryone that unit based Strined. Governance Councils need to send their mouthly ingents and | > 10,000 Sage attached. | uStructural Empowumen Siffixenuiany | MPanem Expanemae Manemae |
| New Nursing Website | applied. This is possible in equipment used during surgery (as per Lorrie Presby, OR Educator). | administernu in Med-Surg and Critical Care | | Trinstation and Leadership | . Feedle |
| | D. Specimen Labeling | Patient Safety concern. Initials must be legible or specimen will be rejected by blood bank (and redrawn). Examples provided by Carolynn Young, RN-BC. | Informational. Communicate with colleagues at staff/council meetings. Sample attached. | | |
| | Blood Product Administration Northwell Policy (NW Guardrails Library) New Blood Administration parameters (rate of adm). FFP will be administered as fast as possible. | Policy in final rounds of NW System review. | Informational. | | |
| IOC Committee Report (contrared) | F. Alaris Pump Guardrails Library On June 4, Phelps "old" med library will be changed to Northwell Alaris Guardrail library. | Discussed changes, refer to handout. | Presented in Med/Surg RN Competency. Healthstream education module under development. | | |
| | LLEGICO. | | | | |



| SOC Committee | Screen changes: | Discussed changes. | soucettos module under | | T |
|---|--|---|--|--|---|
| Report (continued) | Profile: Med-Surg (includes 1S); L & D; Critical Care (PACU, ER, ICU,Tele); Oncology; Peds. Unit phone # - 4 digits (same) Guardrail IV fluidswill be in | IVF 31-300ml/hr | Precented in Med Surg RN Competency, Preathistream | | |
| | rate of infusion range instead of the specified IVF name (LR) | ARISH LONGW | | | |
| | 4. <u>Drugs</u> will be in alphabetical order and <u>Generic/Brand</u> name. - Heparin Nomogram Protocol - IVIG - Critical Care Vasopressors - Prbc/Blood - Code Blue Medications | Tammy Wilson RN 5S asked for review of policy on IVIG and monitoring of patients during infusion (too frequent). Request to review guardrail profiles for IVIG administration. We only have 10% IVIG in formulary which can be administered in Med-Surg and Critical Care. | IVIG: Policy & NW Guardrail library will be rechecked with regards to vital signs monitoring, weight, and dosing, etc. Follow-up at SOC meeting. | | |
| 5. New Nursing Website | Kathleen Calabro, Data Analyst demonstrated the new Nursing Website. A. Communicates and disseminates Nursing information. B. Accessed through Phelps | Judy D. reminded everyone that unit-based Shared Governance Councils need to send their monthly agenda and council minutes to Judy (who | KUDO's! See attached. | □Transformational Leadership ⊠Structural Empowerment ⊠Exemplary Professional | □ People ⊠Patient Experience ⊠Quality □Financial |
| | Intranet. C. Information of Phelps Shared Governance Councils and Council agenda's, minutes, and handouts. | will post on the website). • Doreen W. suggested a Journal Club link to be added. | Great idea! Implemented by Kathleen. | Practice New Knowledge, Innovations and Improvements | Performance ©Operations |
| St. C. Goldsmilten Regulationsbruit in | D. Information on past and coming events: Our Magnet Journey, Nurses Awards and Presentations, NW Seminars, Conferences, and Educational opportunities. | Patient, Satety-Precent SSL Disnessed MD Order or "use niessed as proud its | Constiller off education regarding the policy and socialism. Joan Co. Joan Co. And Co. | | |
| HIT MOLE IN | ii Heal ti n | | | | |



| | Phelps Professional Practice Model and Theoretical Framework. Steel 18 4961 41 1933 48 Ashessou Callegal Albus 244 43 | Judy D. reported of the successful developmental session to create a Phelps Professional Practice Model. Our theoretical framework is based on the work of Brenner's from Novice to Expert and Watson's Culture of Caring. Our Practice Model will reflect Phelps Pride and what Phelps Nursing is all about. It is guided by the question, "What does Phelps nurses do every day?" | Additional sessions to be scheduled. Or gldusims | | |
|---|--|---|--|---|--|
| 6. NW Mock geografic Survey Keep medical wedomercount | Representatives from Northwell will be at Phelps Hospital to perform a Mock Joint Commission Survey on Monday and Tuesday (May 21 and 22). Carolynn Young RN 2C demonstrated how to access Phelps Intranet and review Nursing | Staff should know where to get information (Phelps Intranet). Review policies of Nursing Standards and Practice. Northwell Policies on Restraints and Constant Observation/ Enhanced Supervision are included in the SOP manual. | Support and prepare colleagues with attentiveness of a JC survey. Refer to 2018 Hospital National Patient Safety Goals (NPSG) (attached). | | |
| | Policies/Protocols. | Unit Specific Policies can be found in Department Specific Policies on Phelps Nursing menus. Look for Standards of Care Policy UPDATEs in the monthly Nursing News editions. | | Professional Practic Practic Theorem in which I not done and Increase and | Duality Chinantial Performance Coperations |
| 7 Nurse's Week Feerback | undy Uttworth asked, Howican veri- therease nurse angagement in programs activities for right seatth. What is a doales time for night | ectivities for right shift. | | Edinastormational Leadership Structura Ennowarteert | Signale Experience |





| 7. Nurse's Week Feedback | Judy Dillworth asked, "How can we increase nurse engagement in programs/activities for night shift? What is a doable time for night staff?" | Night RN members suggested that around 1am - 3am would be better times to schedule activities for night shift. Complete the Delice of the De | Judy D. to discuss arranging activities with Anne Marie Treanor. | ☑People☐Patient |
|-----------------------------|---|--|---|--|
| Adjournment Next meeting | Meeting adjourned at 1305. June 20 at 1100-1300 in the Family Medical Conference Room (FMCR). | * Northwell Pelicies on Restants * Mostinwell Pelicies on Restants Restante's and Licenstons Clinerysters by most or pervisions to an income of a | Conference "Call-in" number is 888-602-0202 Then press passcode: 914-366-3502#. | |
| Recorder/Credentia | itted, pod a populación de la maria de la maria de la cuerca postera de la MSN RN-BC | Date: June 3, 2018 | | |
| Co-Chair Signature | | | ctor Signature | |
| ATTACHMENTS 1. Charge F | RN Validation Competency form 5/17/20 | Auntsorts Culture of Carino. | | Ţ. |

- 2. RN Nursing Career Ladder 4/13/2018
- 3. Professional Development Workshop 2018
- 4. ANCC Certification; Success Pays Program
- 5. Specialty Board Certification List (in progress)
- 6. Nursing News—Policy UPDATE 5/2018
- 7. 2018 Hospital NPSG

