

Meeting Name	Professional Practice and Development Council (PPD)		Council/Meeting Minutes	Please check off all components and indicators that relate to each topic being discussed.	
Location	Auditorium				
Date	7/18/2018				
Time	1100-1300				
Conducted By	Sherin Ninan, MS, CNRN ED Carolynn Young, MS, RN-BC, ONC (Facilitator)				
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 @ 1110.Recorder/Timekeeper:New Members/ WelcomeJune minutes distributed via email	Meeting minutes written by Lorrie Presby BA, RN, CNOR, CREST. <ul style="list-style-type: none">Handouts distributed. Recruitment/Retention program recommendations presented by Sherin Ninan, MS, CNRN, ED.	Attendees Conference "Call-in" number: 888-602-0202 Then press passcode: 914-366-3502# . <ul style="list-style-type: none">Approved as corrected.		
2. Skin Champion Debi Reynolds, BA, RN CWOON	Become a "Skin Champion" New program offered	<ul style="list-style-type: none">Discussed program and Skin Champion responsibilities.<ul style="list-style-type: none">Can this program be considered for an advancement in the career ladder?Member recommendations:<ul style="list-style-type: none">Validation in Practice-require 3 patient assessments with D. Reynolds (mentoring).Establish a log book to record "consultation events" identifying Skin Champion time off the unit.	<ul style="list-style-type: none">Refer to flyer for information.If interested, discuss with your Nurse Manager.Manager would be responsible for selecting candidate and providing time off to complete the course.D. Reynolds to present @ Nursing Leadership Council.	<input 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 type="checkbox"/> People <input checked="" type="checkbox"/> Patient Experience <input checked="" type="checkbox"/> Quality <input type="checkbox"/> Financial Performance <input type="checkbox"/> Operations
3. Career Ladder: Transfer or New Hire Career Ladder Requirements	A. Leveling up "Can an RN advance from Level II to Level IV at one time?"	A. RN can advance 2 levels but must fulfill all requirements of both levels. [Usually must remain in level 6 months before advancing to next level.]	A. Refer to M. McDermott during Advisory Council meeting.	<input type="checkbox"/> Transformational Leadership <input type="checkbox"/> Structural Empowerment	<input type="checkbox"/> People <input type="checkbox"/> Patient Experience <input checked="" type="checkbox"/> Quality

5. SOC Report Carolynn Young, MS, RN-BC, ONC	Discussion. A. Alaris Pump Library Changes B. IVIG administration C. Northwell Policy Review: NG Tube Care and Maintenance	A. Kudos to 2N for exceptional implementation of the Heparin Nomogram on 2 patients. B. Pharmacy helpful with labeling of medication bag to facilitate accurate, sequential administration according to policy. C. Round 1 in policy review. Members discussed differences of Phelps practice: <ul style="list-style-type: none"> • Residual and return of residual • Marking tube after insertion • CXR prior to any instillation for placement of tube • Need "Equipment" section • Northwell practice: pH and hemoccult testing is sent to Laboratory for resulting (revenue generating fee for service). 	A. Protocols successful in guiding RN to correct dose and documentation. Send protocols & policy to M. McDermott for approval etc. B. Thank you. Communicate via Nursing News. C. Informational. Forward comments to Northwell Nursing Policy/Procedure Discussion boards. Distributed to Education Clinical Practice CNSs/Educators for review.	<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
6. Trends in Nursing Practice Conference	09/20/2018 Presented at Phelps. Contact hours TBA	Topics include: <ul style="list-style-type: none"> • LGBTQ Affirmative Needs • Partners in Care: Oncology • Pain Management • Palliative Care/End of Life • Root Cause Analysis • Suicide Screening • Venous Thromboembolism 	Refer to flyers	<input checked="" type="checkbox"/> Exemplary Professional Practice <input checked="" type="checkbox"/> New Knowledge, Innovations and Improvements	<input checked="" type="checkbox"/> Quality
7. Professional Practice Model Development Rachel Ansaldo BSN, RN	Model presented by R. Ansaldo, RN CI	Model improvements discussed. <ul style="list-style-type: none"> • How to disseminate to clinical staff? • How to survey clinical staff and obtain approval or suggestions from them? <ul style="list-style-type: none"> a. Survey Monkey b. Healthstream 	Next Steps: <ul style="list-style-type: none"> • Present at Nursing Leadership Council 07/25/18. • Investigate approval process. 	<input checked="" type="checkbox"/> Transformational Leadership <input type="checkbox"/> Structural Empowerment	<input checked="" type="checkbox"/> People <input checked="" type="checkbox"/> Patient Experience <input type="checkbox"/> Quality

<p>Judy Dillworth, PhD, RN, NEA-BC, CCRN-K</p> <p>Kathy Calabro, Nursing Adm. Data Analyst</p>		<ul style="list-style-type: none"> Image was obtain from www with copyright. How do we obtain copyright approval? Made for this... is a Northwell slogan. Do we need Northwell approval? 	<ul style="list-style-type: none"> Communicate in Notebook & Nursing News, Unit Magnet boards. Obtain feedback from Nurses. Follow up with Organizational Development to see if Healthstream methodology would work? 	<input checked="" type="checkbox"/> Exemplary Professional Practice <input type="checkbox"/> New Knowledge, Innovations and Improvements	<input type="checkbox"/> Financial Performance <input type="checkbox"/> Operations
8. Mentoring Program	Need for expanding Mentoring program	S. Ninan, MS, CNRN ED requests development of program for any new RN.	Invite Cherry Fuentes to next meeting to present her mentoring [New Graduate RN] program.	<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
9. Daisy Award	Nursing Award— Recipient is nominated by patient &/or family	Members request more information about the Daisy award.	Request information from Phyllis Vonderheide.	<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 checked="" type="checkbox"/> Patient Experience <input checked="" type="checkbox"/> Quality <input type="checkbox"/> Financial Performance <input type="checkbox"/> Operations
10. Connie Vance Video on Mentoring	Nurses Week Keynote address was videotaped and available on Nursing Website.	<p>Kathy Calabro demonstrated access to video. Lecture is about 1 hour in duration.</p> <p>From Website → Go to “Past Events” → then “Nurses Week” → “Connie Vance Video”.</p>	Communicate with colleagues.	<input checked="" type="checkbox"/> Exemplary Professional Practice	<input checked="" type="checkbox"/> People <input checked="" type="checkbox"/> Patient Experience <input checked="" type="checkbox"/> Quality

*Council Members Responsibilities include: <ul style="list-style-type: none"> ○ To present and update your unit colleagues, at staff meetings & unit council meetings, about the latest shared governance ideas, discussions and plans. Obtain feedback and ideas from colleagues. ○ **Check monthly Nursing News & emails for policy changes, classes/workshops & available courses for certifications. 					
Adjournment	Meeting adjourned at 1300.		Conference "Call-in" number is 888-602-0202 Then press passcode: 914-366-3502#.		
Next meeting	August 15th at 1100 to 1300 in the FMCR				
Respectfully Submitted, Recorder/Credentials <u>Lorrie Presby, BA, RN, CNOR, CREST</u> <u>Date: July 18, 2018</u>					
Co-Chair Signature _____ Date _____			Director Signature _____ Date _____		