

Meeting Name	Professional Practice & Development Council		Council/Meeting Minutes	Please check off all components and indicators that relate to each topic being discussed.	
Location	HOCH Center, Room 1				
Date	7/17/2019				
Time	1100-1300				
Conducted By	Candice Johnson, BSN, RN (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: Jen New Members/Welcome. June minutes distributed via email. Approval of June 2019 meeting minutes. 	Minutes accepted.	Attendees Conference call-in number: 888-602-0202 . Then press passcode: 9143663502# .	<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
2. Career Ladder	Nancy Fox, RN and Karen Barger, RN provided a draft of the revisions to the career ladder, describing nurses' "professional development" and "leadership behavior". They differentiated between precepting (education) and observation. Nancy added that we should think of this draft as "a fluid document" and a work in progress. Leadership activities were outlined. New graduate RN is considered a "beginner" on Benner's theoretical model "novice to expert".	Council members identified various types of precepting and eligibility on the career ladder: Orienting High school students and travel RNs does not qualify. Nancy explained that qualification really depends on the return on the investment and precepting of Phelps' nurses. Chris Moon, RN said he enjoys precepting the CAPSTONE students.	Checklists, logs for the chard, champion, preceptor etc. roles are the responsibility of the applicant, not the nurse manager. Alicia Mulvena, RN is the student affiliations coordinator. The goal is to have more students and nurses interested in mentoring a CAPSTONE	<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

		<p>Another comment was related to the confusion/blending of chair and co-chair roles. Clarification is needed. Doreen Wall, RN offered to bring this to the nursing leadership council (NLC) meeting is next Wed.</p> <p>Council members appreciated the work of Karen and Nancy and agreed that this program supports professional growth and helping colleagues along the way,</p>	<p>student should contact Alicia. Council charters need to be reviewed.</p> <p>Council members to inform their colleagues that future projects need to be presented at New knowledge and innovation council. This draft will be presented to NLC next week.</p>		
<p>3. SOC Committee Report</p> <p>Updates in Policies and Procedures</p>	<p>Carolynn Young, RN presented updates on SOC: Clinical Aromatherapy policy by Cheryl Burke, RN and others has been approved. 2019-New policy for IV scrub the hub of needless hub & catheter port will now be using chlorohexidine (CHG) swabs for peripheral AND central lines; the CDC says you can use either one. Ambulatory surgery unit is not using green caps (patients are short-stay and generally only one cap is used per visit) Hemodialysis (HD) Services- Ellen Parise, RN and Janice Breen, RN updated everything related to HD with the 2N/3N clinical nurses.</p>	<p>Single use caps & tips are alcohol should be available soon. If a port does not have a cap, you can place a new cap on it-wait 1 minute-and flush, OR, scrub with a CHG swab 5 seconds with 5 seconds air dry.</p> <p>Addresses concerns/questions of clinical nurses. Gives direction of “What medications to hold for dialysis?” Also answers JC question to other sites: “What do you do if the Renal nurse becomes incapacitated?”</p>	<p>Catheter policy will be ready to implement in August 2019.</p> <p>Thanks to Ellen and Janice! Poster attached to policy & posted on inpatient units.</p>	<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</p>	<p><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>

	<p>Suicide Precautions – plan of care was much more descriptive.</p> <p>Constant Observation is the monitoring sheet that has been updated (ENV stands for environment for safety)- need to check every 30 min</p>	<p>Doreen Wall, RN added that Joint commission may ask “what tool are you using to screen suicide patients?” → Columbia screening tool is used, “how often do you screen for suicide → on admission, stop if negative, ongoing if positively screened.</p> <p>All boxes need to be checked (even by tech); RNs must check every 2 hrs.</p>	Bundle is called Constant Observation		
4. Unit goals	Goals to increase BSN prepared nurses and certifications for those eligible continue.	All encouraged to mentor and encourage colleagues to obtain and then maintain their certification.	Kathy distributes unit dashboards on a regular basis to keep goals and status current.		
5. Shared Governance video by Candice Johnson, RN played			Congratulations Candice for wonderful video on the work of the council.		
Adjournment	Meeting adjourned at 1250.		Conference call-in number is: 888-602-0202 .		
Next Meeting	August 21 at 1100-1300 in the Atrium		Then press passcode: 9143663502# .		

Respectfully Submitted,

Recorder/Credentials _____ Date _____
