



Meeting Name	Professional Practice and Development		Council/Meeting Minutes		
Location	Boardroom				
Date	February 19, 2020				
Time	11-1pm				
Conducted By	Candice Johnson, BSN, RN-BC & Carolynn Young, MS, RN-BC, ONC				
Topic/ Facilitator	Discussion	Staff Input & Feedback	Action	Magnet Components	Strategic Plan Indicator
Meeting began at 11:07am Record Keeping for Members	Record Keeper: Candice Johnson, BSN, RN-BC Change to Charter: Each member will be responsible for taking and typing 1 meeting minutes per year.	Staff signed in Agreed.	Conference line activated during previous meeting. Sign-up sheet passed around the table. Vote with 2/3 majority for approval will occur at next meeting.	<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 type="checkbox"/> Quality <input type="checkbox"/> Financial Performance <input type="checkbox"/> Operations
Review previous meeting minutes/ Candice Johnson, BSN, RN-BC Succession planning/ Candice Johnson, BSN, RN-BC	Minutes distributed via email on 2/18/2020 and paper copy distributed at this meeting by Carolynn Young. Goal: to distribute meeting minutes within 7 days of meeting as per charter. Meeting attendance, Chair & Co-chair 1-year tenure, I am looking for prospects to mentor for July meeting start time	Members did not report and changes to be made. No interest voiced at this time. Invitation accepted.	Approved. If interested, email Candice at cjohnson21@northwell.edu . Succession planning, conference goals chart passed around with attendance sheet.	<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 type="checkbox"/> Quality <input type="checkbox"/> Financial Performance <input type="checkbox"/> Operations
Overcoming Experience/ Judy Dilworth, PhD, RN, NEA-BC, CCRN-K	Cheryl Burke was working on a Magnet story and ran into a problem. NICHE was not recognized as a professional organization. Through	Great job connecting NICHE to a professional organization!	Compile a list of Phelps Nurses that belong to professional organizations. Find ways to share benefits	<input checked="" type="checkbox"/> Transformational Leadership <input type="checkbox"/> Structural Empowerment	<input checked="" type="checkbox"/> People <input type="checkbox"/> Patient Experience <input type="checkbox"/> Quality <input checked="" type="checkbox"/> Financial



	researching the origin of NICHE, she found that it stems from the Geriatric focus within ANA.		from those organizations with the rest of Phelps.	<input checked="" type="checkbox"/> Exemplary Professional Practice <input checked="" type="checkbox"/> New Knowledge, Innovations and Improvements	Performance <input type="checkbox"/> Operations
Certified Nurse Day/ Carolynn Young, MS, RN-BS, ONC and Doreen Gallagher, MS, RN-BC	National Certified Nurses Day is March 19. Carolynn, Doreen and others will host a table on How to get certified through Success Pays. Doreen also inquired is Sigma Theta Tau recognized at Phelps as a professional organization.	Some members are certified, and some are pursuing certifications currently. Judy confirmed that Sigma Theta Tau is recognized at Phelps as a professional organization.	Stop by the table to support and share the word to our units. Volunteers welcome	<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
International Missions/ Monica Melo, BSN, RN	Mission trips are available through Northwell.	Great idea! Lots of staff are interested and willing to participate. Tahler Cambriello, RN offered Amy Ferraro as a volunteer resource.	We are looking for volunteers to participate for a trip in December 2020. Contact Monica Melo and Amy Ferraro if interested. Share with units. Mmelo@northwell.edu Aferraro2@northwell.edu	<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
Year of the Nurse Activities/ Candice Johnson, BSN, RN-BC	Let's take a picture! Year of the Nurse campaign activities: Add the Facebook profile pic frame and tell the Facebook business page how you plan to celebrate the #YON2020. You could win a \$50 gift card to Amazon https://pages.nursingworld.org/yearofthenurse	Members may participate that use social media	We took a picture and will post our pic to ANA Facebook business page.	<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 type="checkbox"/> Quality <input type="checkbox"/> Financial Performance <input type="checkbox"/> Operations
Peer feedback tool/ Judy Dilworth	Peer feedback tool developed by this council. Have members heard feedback on the tool? Be proactive with self-appraisal completion, they are due March 31, 2020.	Nicki Rembisz, BSN, RN said the mental health workers and nurses really liked the tool. It made the peer eval easier. Anyely	Continue to use Peer feedback tool. Try to be proactive in scheduling a date in private for 1 on 1 sessions with Nurse Managers and asking for peer feedback.	<input type="checkbox"/> Transformational Leadership <input type="checkbox"/> Structural Empowerment <input checked="" type="checkbox"/> Exemplary Professional Practice	<input checked="" type="checkbox"/> People <input type="checkbox"/> Patient Experience <input type="checkbox"/> Quality <input type="checkbox"/> Financial Performance



		Cancu-Guzman, BSN, RN stated she felt more confident talking about herself on herself appraisal using the peer feedback tool. Lilly had her self-appraisal session with her manager and peer feedback wasn't mentioned. Candice said perhaps the manager incorporated it without saying "your peer said this" Neethu Gopinadh, MSN, RN, OCN, VA-BC said it would be ok to anonymously mention peer feedback.	We have a goal to move towards face to face feedback. For now, peer feedback is anonymous.	<input type="checkbox"/> New Knowledge, Innovations and Improvements	<input type="checkbox"/> Operations
Journal Club/ Doreen Gallagher, MS, RN-BC	For those who want their participation in the Journal Club to be their committee for the clinical ladder, please check in with Doreen to make sure you are performing the required tasks.	Noted.	Inform units of Doreen Gallagher as a resource for Journal Club committee.	<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 type="checkbox"/> Quality <input type="checkbox"/> Financial Performance <input type="checkbox"/> Operations
Leadership/ Judy Dilworth, PhD, RN, NEA-BC, CCRN-K	How many members are chairs or co-chairs of their unit-based councils? Be proud of your leadership positions.	Some members are chairs and co-chairs.	Try to seek positions of leadership to further professional development.	<input checked="" type="checkbox"/> Transformational Leadership <input type="checkbox"/> Structural Empowerment <input type="checkbox"/> Exemplary Professional Practice <input type="checkbox"/> New Knowledge, Innovations and Improvements	<input checked="" type="checkbox"/> People <input type="checkbox"/> Patient Experience <input type="checkbox"/> Quality <input type="checkbox"/> Financial Performance <input type="checkbox"/> Operations



Healthy Work Environment Activity	Split into small groups and each group has a topic they brought to practical life. Skilled Communication, Meaningful Recognition, True Collaboration, Authentic Leadership, Appropriate Staffing, Effective Decision Making	See Post-it sheets for feedback	Try to implement these strategies every single day.	<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 checked="" type="checkbox"/> Patient Experience <input checked="" type="checkbox"/> Quality <input type="checkbox"/> Financial Performance <input type="checkbox"/> Operations
	Meeting adjourned at 1300.				

Respectfully Submitted,

Manager Signature

Date _____

Director Signature

Date _____

Council/Meeting Agenda

Council / Meeting Name	Professional Practice and Development Council			Please check off all components and indicators that relate to each strategic topic being discussed.	Please check off all components and indicators that relate to each magnet standard being discussed.
Location	Boardroom				
Date	February 19, 2020				
Time	11 am – 1 pm				
Conducted By	Candice Johnson, BSN, RN-BC, Carolynn Young, MS, RN-BC, ONC				
Facilitated By	Judy Dillworth, PhD, RN, NEA-BC, CCRN-K, FCCM				
Topic		Time Allotted	Facilitator	Strategic Plan Indicators	Magnet Standards
1. Call to Order a. Welcome b. Introductions c. Identification of timekeeper and recorder d. Attendance Sheet & Check-in		5 min	Candice Johnson, BSN, RN-BC	Attendees conference line 888-602-0202 then passcode 914-366-3502 then press #	
2. Review of Previous Minutes		2 min	Candice Johnson, BSN, RN-BC	<input type="checkbox"/> People <input type="checkbox"/> Service <input checked="" type="checkbox"/> Quality <input type="checkbox"/> Finance <input type="checkbox"/> Efficiencies	<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
3. Committee Reports a. Overcoming Experience b. “A Walk in my Shoes” update c. Career Ladder advancements, BSN, and Certifications		30 min	Cheryl Burke, MS, MBA, RN-BC, WCC Donisha Sledge, BSN, RN, CEN Kathy Calabro, Data Analyst	<input checked="" type="checkbox"/> People <input checked="" type="checkbox"/> Service <input type="checkbox"/> Quality <input type="checkbox"/> Finance <input type="checkbox"/> Efficiencies	<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
4. Feedback a. Peer Feedback Tool & Healthy Work Environment activity b. Nurse Grand Rounds or Nursing Conference c. Behavior Health Resources		30 min	Judy Dillworth, PhD, RN, NEA-BC, CCRN-K, FCCM Candice Johnson, BSN, RN-BC Doreen Gallagher, MS, RN-BC	<input checked="" type="checkbox"/> People <input checked="" type="checkbox"/> Service <input type="checkbox"/> Quality <input type="checkbox"/> Finance <input type="checkbox"/> Efficiencies	<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
5. Review of Action Items a. Members of Professional organizations		5 min	Candice Johnson, BSN, RN		
6. Adjournment a. Next meeting date, time, location b. March 18, 2020 Wednesday, 1100-1300, Boardroom		3 min	Candice Johnson, BSN, RN		

Phelps Hospital Northwell Health 2020 Shared Governance Council Calendar

DATE	MEETING ROOM
<div>Jan</div> <div>Tahera</div> <div>January 15, 2020</div>	Boardroom
<div>Feb</div> <div>Candice Johnson</div> <div>February 19, 2020</div>	Boardroom
<div>Mar</div> <div>Dicki Rembiz</div> <div>March 18, 2020</div>	Boardroom
<div>Apr</div> <div></div> <div>April 15, 2020</div>	Boardroom
<div>May</div> <div>Kathryn Scherf</div> <div>May 20, 2020</div>	Boardroom
<div>Jun</div> <div>Daniel Dancer</div> <div>June 17, 2020</div>	Boardroom
<div>Jul</div> <div></div> <div>July 15, 2020</div>	Boardroom
<div>Aug</div> <div>M. Metcalfe</div> <div>August 19, 2020</div>	Boardroom
<div>Sep</div> <div></div> <div>September 16, 2020</div>	Boardroom
<div>Oct</div> <div>Neethu Gopinadh</div> <div>October 21, 2020</div>	Boardroom
<div>Nov</div> <div>Lilly Mei</div> <div>November 18, 2020</div>	Boardroom
<div>Dec</div> <div>Monica Melo</div> <div>December 16, 2020</div>	Boardroom



Recruitment, Retention & Recognition: 8:00-9:00
 Professional, Practice & Development: 11:00-1:00
 CNO Advisory Council: 3:00-5:00

New Knowledge & Innovation: 9:00-11:00
 Quality & Safety: 1:00-3:00



Phelps Hospital
Northwell Health®

PROFESSIONAL PRACTICE & DEVELOPMENT 2018 ANNUAL REPORT

2018

ACCOMPLISHMENTS:

- Clarification of the clinical ladder requirements
- Establishment of Certification and BSN or Higher Goals
 - Achieved 2018 goal for both measurements!
- Recommended Badge buddies for RN with a professional certification.
- Development of the Professional Practice Model
- Sparked idea for the Recruitment & Retention Council



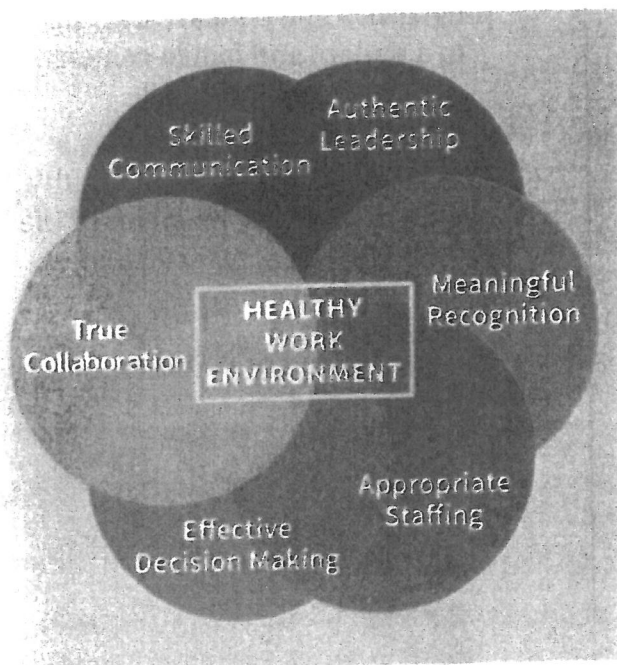
Implementing Healthy Work Environment Standards Makes a Difference

In February 2019, AACN released the results of "Critical Care Nurse Work Environments 2018: Findings and Implications." It shows that a healthy work environment (HWE) can affect everything in your unit, from nurse engagement and retention to patient outcomes.

AACN's six HWE standards provide evidence-based guidelines for success. The healthiest work environments integrate all six standards for positive outcomes.

These infographics provide a brief snapshot of what constitutes an HWE and the improvements it can foster in your unit.

The new year offers a fresh opportunity to make building healthier work environments a priority in all units and hospitals. Our patients and nurses deserve it. ▼



Nurses who intend to leave reported that these changes could make them stay.



Better Staffing

50% of responses



Improved Salary

46% of responses



Respect From Management

42% of responses



Respect From Administration

42% of responses



Better Leadership

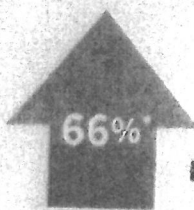
41% of responses



Meaningful Recognition

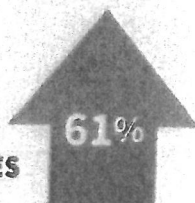
39% of responses

Nurses reported the following when HWE Standards were implemented:

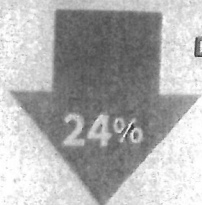


INCREASES

Quality Patient Care

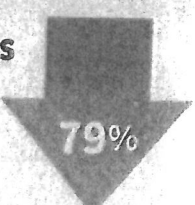


Intend to Stay in Their Position



DECREASES

Experience Moral Distress



Negative Incident in the Last Year

*Percentage of Survey Responses

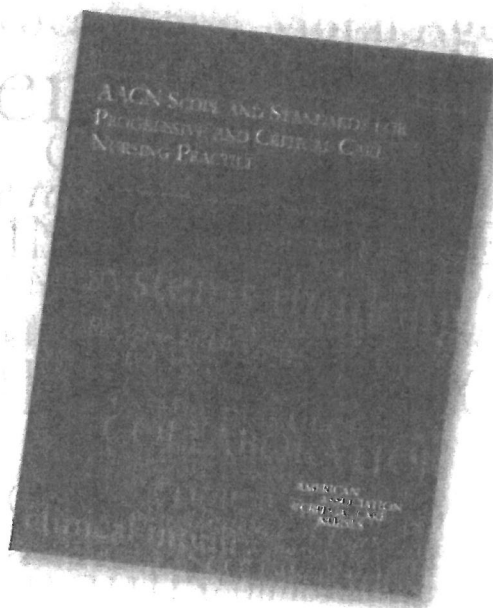
We invite you to explore more HWE survey results, resources and our free HWE assessment tool at www.aacn.org > nursing-excellence > healthy-work-environments.

AACN Scope and Standards for Progressive And Critical Care Nursing Practice

Edited by Cindy Cain and Julie Miller

AACN Scope and Standards for Progressive and Critical Care Nursing Practice describes and measures the expected level of practice and professional performance and articulates the contributions of progressive and critical care nursing to a patient and family-centered healthcare system.

This up-to-date guide offers a practical tool for students, faculty, nurses in practice, members of the interprofessional team and others.



Order from www.aacn.org/store

Member \$10.00 | Nonmember \$25.00

Product Code: 130200

ISBN #: 9780945812142 | 49 pages, 2019

Also available as an e-book in the Amazon Kindle Store!

Healthy Work Environment (ACCN) 2020

AMERICAN
ASSOCIATION
of CRITICAL-CARE
NURSES

Education

Nursing Excellence

Certification

Conferences & Events

Clinical Resources

Nursing Excellence > Healthy Work Environments

Healthy Work Environments

Acute and critical care nurses care for some of the most vulnerable patients—that's why we need to be at our best. Research shows that a healthy work environment can lead to more engaged nurses, decreased burnout, lower turnover and better patient care.

Creating a healthy work environment (HWE) enables nurses to provide the highest standards of compassionate patient care while being fulfilled at work. In fact, AACN's data consistently shows units that are implementing HWE standards outperform those that are not in many ways. These include the overall health of the work environment, better nurse staffing and retention, less moral distress and lower rates of workplace violence. Learn more about the six HWE standards, conduct a free assessment of your unit and find the evidence-based resources needed to build and sustain an HWE.

The Standards

AACN's six essential standards provide evidence-based guidelines for success. The healthiest work environments integrate all six standards to help produce effective and sustainable outcomes for both patients and nurses.



Skilled Communication

Be as proficient in communication skills as you are in clinical skills.



True Collaboration

Be relentless in pursuing and fostering true collaboration.



Effective Decision Making

Be committed partners in making policy, directing and evaluating clinical care, and leading organizational operations.



Appropriate Staffing

Staffing must ensure the effective match between patient needs and nurse competencies.



Meaningful Recognition

Be recognized and recognize others for the value each brings to the work of the organization.



Authentic Leadership

Fully embrace the imperative of a healthy work environment, authentically live it and engage others in its achievement.