

Meeting Name	APRN- Nurse Practitioner (NP) Council		Council/Meeting Minutes
Location	Family Medicine Residence Conference Room		
Date	1/14/2020		
Time	4:30pm-6:00 pm		
Conducted By	Mary McDermott, MSN, RN, NEA-BC, Dorit Lubeck Walsh, MSN, RN, ANP-BC		
Topic/ Facilitator	Discussion	Staff Input & Feedback	Action
Review of Minutes 12/10/19			Accepted as written
Introductions Meeting schedule		Dorit shared that she will be attending the Northwell meeting which is scheduled for next week.	Meeting time was changed to the 2 nd Tuesday of every month from 4:30 pm to 6:00 pm. in this room (family medicine conference room). Dorit will provide feedback next meeting.
Educational needs assessment J Dillworth	Judy shared that the educational (learning) needs assessment (LNA) was distributed through Healthstream.	Preliminary results were obtained from HealthStream. Judy will ask Kathy Calabro, data analyst to summarize the results in graphs. Not all NPs in attendance were sure they received the survey	NPs who did not receive the LNA should contact Judy for inclusion. Results of the LNA to be shared at the next meeting.
Performance appraisals: OPPE/FPPE Form Peer feedback assessment D. Lubeck-Walsh	Dorit reminded all NPs that the OPPE/FPPE forms need to be completed by end of January 2020 and is required every 6 months.	The NPs were concerned with the amount of documentation required for the NP evaluations compared to others. They questioned why the OPPE/FPPE form needed to be completed every 6 months when required every 9 months. Rationale was for consistent tracking of the OPPE/FPPE to ensure compliance. Dorit will be meeting The need to complete performance manager was also questioned. Discussed challenge of implementation by end of January 2020. Mary provided information of the consensus model from 2008 that was adapted in 2016. There was a dialogue regarding appropriate education is needed to meet specific role eligibility. Example discussed: some NPs were "grandfathered in" before the consensus model and new ICU RNs would need an acute adult geriatric NP program. A bridge program is available for RNs with FNP certification to enable the RN to take the board exams.	All agreed to complete the OPPE/FPPE forms every 6 months but chose the end of the April and October months as the due dates. All completed OPPE/FPPE forms to be scanned to Dorit. Mary will discuss removal of performance manager for the NPs. There was agreement to conduct peer review face to face by the end of January 2020, utilizing the OPPE/FPPE form. Invite Jenn Laffey to a future meeting for additional information and discussion.

Follow-up items to suggestions from last meeting:	<p>Creation of a pamphlet with a picture of each NP with specialty, similar to orientation to hospitalists.</p> <p>Journal club suggestion evolved into having case presentations by NPs.</p> <p>Mary gave an update on nursing research at Phelps Suggested having Ani Jacob, RN from Northwell to present the EBP algorithm.</p> <p>Continuing education (CE) reimbursement</p>	<p>There were questions regarding the creation of the pamphlet e.g. who takes pictures? Information needed et. Dorit would like to have this in place as part of plan for NP week 2020</p> <p>Judy Dillworth shared the Nursing Website and the types of information included on each of the webpages (e.g. shared governance councils, hot topics, Pressure Injury Resource (PIR) Team) with the council members. NPs would like to have their own webpage. Suggestion was to create a list of all ANCC NP board certifications.</p> <p>Chandrowtie (Geeta) was unable to present a case today due to a scheduling conflict</p> <p>Some services have suggested that there is no money for CE. Mary deferred to Jenn- through Northwell, there is a budget at the ACP service level (\$1300/year)</p>	<p>Mary will obtain more information on process to design pamphlet at next meeting.</p> <p>Judy will ask Kathy Calabro, data analyst to add this council, beginning 2020.</p> <p>Chandrowtie (Geeta) will present a case at the February 2020 meeting. Judy will invite Ani Jacob to present EBP at this meeting.</p> <p>These funds may be used for CE, Conference, licensure or other professional fees.</p>
Review of Charter		Minimal suggestions for the Charter.	Charter accepted
Open Discussion	Question was raised regarding the inclusion of "DNP" on lab coats/badges	Jenn Laffey called in mid-way during meeting and offered that she is working with HR to add the degree to lab coats. All NPs will be re-badged this summer.	
Next meeting		Please submit agenda items to Dorit.	<p>Tuesday, January 14, 2020</p> <p>4:30 pm- 6:00 pm</p> <p>Family Medicine Conference Room</p>