

Meeting Name	APRN- Nurse Practitioner (NP) Council		Council/Meeting Minutes
Location	Family Medicine Residence Conference Room		
Date	2/11/2020		
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 Review of minutes Updates from CNO		Meeting time was changed to the 2 <sup>nd</sup> Tuesday of every month from 4:30 pm to 6:00 pm. in this room (family medicine conference room).	Minutes were accepted. Mary received feedback on the time and we will continue to meet monthly but try to keep to an hour in duration.
Performance appraisals: OPPE/FPPE Form Changes/ Clarifications D. Lubeck-Walsh	Dorit distributed updated OPPE/FPPE forms and peer feedback tool with Phelps header.	NPs discussed timeline for completion.  Mary contacted HR and removed 360 peer feedback from NPs' performance manager; we will be using paper tool instead. Mary reiterated that a collaborating physician's signature is only required if the NP has less than 3600 hours clinical experience.	All agreed to complete the OPPE/FPPE forms every 6 months- due by March 15 <sup>th</sup> and then September 15 <sup>th</sup> .
ACP and Phelps Website	The location of the NP section of the Phelps website was shared.	Discussed where to find ACP website on Northwell Intranet. NPs to identify topics for posting on the Phelps website.	NPs to bring suggestions next meeting.
Northwell ACP Council meeting 1/15 update	Dorit shared: Northwell will pay \$5K per year post-Master's certification up to a cap of \$20K.  Additional Incentives  Employee Engagement Survey Results	If education is obtained outside of Hofstra, pre-approval is required. Northwell policy is that compensation of up to \$1300/year is available for conferences, professional fees, licensure, DEA etc. + 37.5 hrs CE time. Northwell also offers CME/CE credits at a discount.  Second half of incentive bonus will be dispersed around the 2 <sup>nd</sup> week of April. Northwell will roll-out information on 2020 incentives in March. Opportunities exist for sponsoring a student from Hofstra (for an entire clinical rotation). Compensation will be 1% in addition to merit raise. Phelps scored higher than other Northwell Hospitals. Promoting a Healthy work environment is a goal for the Northwell System in 2020.	Example: March 3 there is a heart failure conference on Long Island (\$100 for NPs) with online CEUs. All to check email and Northwell website for upcoming conferences.  Interested NPs to send their CV to Renee McLeod-Sordjman, Associate Dean, Hofstra (rmcleod@northwell.edu) or Jenn Laffey (Jlaffey@northwell.edu).

		Mary welcomed everyone to the Phelps' daily brief (huddle) at 8:45AM M-Fri (generally in the Atrium). Mary also reminded NPs they can use "Improve North" for anonymous incident/near miss reporting. Mary added that we will be moving from Performance Manager to a Polaris Project.	Dorit will forward NPs the results.  Implementation time to be determined.
Learning Needs Assessment Results (deferred)			Deferred to March meeting.
Case Presentation	Geeta Persaud, DNP presented a case		Well received by NPs. Future cases to be decided. Thank you
Nurse Practitioner Week		NP Week is November 8-14 <sup>th</sup> . Activities to be planned.	
Next Meeting		Please send Dorit any agenda items. Jenn Laffey, DNP, FNP-BC will be here to present during this meeting	March 10, 2020 from 4:30p-5:30p Atrium Conference Room.