




Meeting Name	CNO Advisory Council		Council/Meeting Minutes	Please check off all components and indicators that relate to each topic being discussed.	
Location	Boardroom/Virtual				
Date	10/21/2020				
Time	3:00 pm - 5:00 pm				
Conducted By	Mary McDermott, MSN, RN, APRN, NEA-BC				
Recorder	Kathleen Calabro, Magnet Data Analyst				
Topic/ Facilitator	Discussion	Staff Input & Feedback	Action	Magnet® Components	Strategic Plan Indicator
Review of the Magnet® Celebration held on October 14, 2020	Mary kicked off the meeting by stating that our Magnet® Journey has been the experience of a lifetime! The official announcement was truly exhilarating and you should all be so proud to be part of it and Mary is so proud of all of you.	Judy played Donal O’Shaughnessy, RN, Respiratory Therapist song that he created as a tribute to Phelps Nurses earning the Magnet® Designation. 	<b>We should all bask in the glory.</b>  Kathy to try to load recording of song on the nursing website.	<input checked="" type="checkbox"/> Transformational Leadership <input checked="" type="checkbox"/> Structural Empowerment <input checked="" type="checkbox"/> Exemplary Professional Practice <input checked="" type="checkbox"/> New Knowledge, Innovations and Improvements	<input checked="" type="checkbox"/> People <input checked="" type="checkbox"/> Patient Experience <input checked="" type="checkbox"/> Quality <input checked="" type="checkbox"/> Financial Performance <input checked="" type="checkbox"/> Operations
	Mary stated that you could not have asked for a better: <ul style="list-style-type: none"><li>• Document</li><li>• Site Visit and</li><li>• A better outcomes (especially since we achieved 8 Exemplars!)</li></ul> Exemplars are really a testament to YOU... It’s all about the patient outcomes and that is why we are here. 100% of units outperforming the benchmarks Majority of the time for: Inpatient: <ul style="list-style-type: none"><li>• Falls with injury</li><li>• HAPI</li><li>• CLABSI</li><li>• CAUTI</li></ul> Ambulatory: <ul style="list-style-type: none"><li>• Falls with injury</li></ul>	Judy shared that in the other shared governance meetings, council members mentioned that there was not publicity of earning the Magnet® Designation on the local radio station (WHUD) and local newspaper.	Mary to follow up with Margaret Plofchan regarding community press.  Magnet Logo needs to be on all business cards, stationary, emails with marketing/staples.  Need to communication the logo tool email so the nurses can update their emails.		

	<ul style="list-style-type: none"> <li>• Patient Burns</li> </ul> <p>Other 2 exemplars were strategies to achieve BSN or Higher. (I.e. nurse promise, )</p> <p>Great outcome! Mary was at nurse executive meeting and the following day and her peers were amazed at the 8 exemplars and how Phelps really set the bar VERY high!</p> <p>Mary thanked Judy Dillworth, PhD, RN, NEA-BC, CCRN-K, FCCM, Magnet® Program Director and Kathy for all their hard work.</p> <p>A lot of press on social media and getting a lot of congratulatory messages.</p>				
<p>Our Magnet® Journey continues</p> <p>Next document due on <b>October 1, 2024</b></p>	<p>Judy shared that every 4 years the Magnet® Manual changes so we may need to move stories around to meet the new requirements.</p> <p>We will need to submit our document using ADAM which is a file upload management system. The Website is no longer used for submission.</p> <p>Judy said focus now is focusing on new initiatives - want to be prepared for anything and keep working on journey.</p> <p>New manual may focus on pandemic and innovative solutions.</p> <p>Mary shared that we are disseminating</p>	<p>Kathy shared the <b>NEW</b> countdown found on our nursing website</p>  <p>Kathy shared we could create our own Magnet Website for the 2024 submission.</p> <p>Helen Renck, MSN, RN, CJCP, JCC asked if they give highlights of new manual similar to the Joint Commission - Judy said no.</p>	<p>Need to continue working on stories and collecting data and evidence. Any new project please consult with Manager and Judy prior to starting in order to follow structure process and outcome.</p> <p>If you have a meeting make sure to have an:</p> <ul style="list-style-type: none"> <li>• agenda</li> <li>• meeting minutes</li> <li>• attendance sheet</li> <li>• emails (print out and save)</li> <li>• power point</li> </ul> <p>Take a look at the Magnet® Documents to refresh your memory on what is required.</p> <p>Helen added - make sure you have</p>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Transformational Leadership</li> <li><input checked="" type="checkbox"/> Structural Empowerment</li> <li><input checked="" type="checkbox"/> Exemplary Professional Practice</li> <li><input checked="" type="checkbox"/> New Knowledge, Innovations and Improvements</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> People</li> <li><input checked="" type="checkbox"/> Patient Experience</li> <li><input checked="" type="checkbox"/> Quality</li> <li><input checked="" type="checkbox"/> Financial Performance</li> <li><input checked="" type="checkbox"/> Operations</li> </ul>

	the information and findings from Magnet® at several venues. Grand Rounds on 10/30 2 8:00 will be about Magnet.	Kathy asked if the studies can be used even though started before window.	<b>clinical nurse</b> involvement! Judy will check if we can use the studies we currently have (i.e. Mindfulness / NICER Study) or do they need to be entirely in the 48 month window?		
Candace Huggins, MSN, RN, NEA-BC, CEN, Quality proposed questions from PPD.	<p>At PPD they expressed concerns with the career ladder, Polaris, and portfolio for 2020.</p> <p>Polaris is a career framework initiative that Northwell is rolling out.</p> <p>We are only rolling out Phase I at this time.</p> <p>Phase I - System found thousands of unique titles and determined we need to be more streamlined. (i.e. clinical nurse = clinical nurse throughout the system)</p> <p>Staff will be able to easily see opportunities for their career advancement within the system.</p>	<p>Mary said we acknowledge the issue that 2020 presented. Waived conference attendance.</p> <p>Attendance may be out of 8 months.</p> <p>Nancy Fox said that all the required courses were re-scheduled.</p> <p>Still opportunities like TMC and skin champions.</p> <p>Kathy received communication from Karen Barger regarding clinical ladder advancement. Do not currently track de-motions.</p>	<p>Title changes are rolling out Tier 1 - Tier 3.</p> <p>Nov. 16 - everyone will know their new titles. Once that is done there will be a launch of Polaris and will be able to see career opportunities.</p> <p>Registered nurse is how they are identified.</p> <p><b>Mandatories are due DECEMBER 1, 2020.</b></p> <p>Make sure staff using down-time to complete those modules.</p>	<input checked="" type="checkbox"/> Transformational Leadership <input checked="" type="checkbox"/> Structural Empowerment <input checked="" type="checkbox"/> Exemplary Professional Practice <input checked="" type="checkbox"/> New Knowledge, Innovations and Improvements	<input checked="" type="checkbox"/> People <input checked="" type="checkbox"/> Patient Experience <input checked="" type="checkbox"/> Quality <input checked="" type="checkbox"/> Financial Performance <input checked="" type="checkbox"/> Operations
Judy, Peer review and request for timeline	<p>Used performance manager for the Peer Review and one of the questions that came up at PPD was with the adoption of Polaris, how does that effect Peer Review?</p> <p>Many of Northwell Hospitals use the paper form.</p> <p>Looking for a timeline of what to organize their time and prepare in advance.</p>	<p>Mary said she doesn't know if and when we will be going to the Polaris Performance Manger because there are other things that need to come first.</p> <p>January - ask that everyone completes self and mangers will be send out peer. If want peer ahead of January we will need to talk to managers</p>	<p>Judy to review the Learning needs assessment from Nancy to determine if we want to make any changes.</p> <p><b>Employee Engagement Survey - November 9 - 23, 2020</b></p>	<input checked="" type="checkbox"/> Transformational Leadership <input checked="" type="checkbox"/> Structural Empowerment <input checked="" type="checkbox"/> Exemplary Professional Practice <input checked="" type="checkbox"/> New Knowledge, Innovations and Improvements	<input checked="" type="checkbox"/> People <input checked="" type="checkbox"/> Patient Experience <input checked="" type="checkbox"/> Quality <input checked="" type="checkbox"/> Financial Performance <input checked="" type="checkbox"/> Operations

	<p>Will want to use healthstream for Learning Needs (this is the last year we can use).</p> <p>We would like to eventually get to face to face for peer feedback.</p>	<p>Mary thinks that reviews completed march 31.</p> <p>We are applying for Practice Transition Accreditation Program (PTAP) - SE9. Nancy is working with the system. Virtual will be in April 2021, if the document approved.</p> <p>Nancy wrote SE9 for this Magnet go around which was very difficult!</p>			
<p>Mary would like to Switch gears to Nurses week</p>	<p>National Nurses Week fell during COVID-19. We provided the nursing units with plaques about the year of the nurse. We were not able to celebrate Hospital Week either</p> <p>Looking for feedback for nurses week celebration. Thinking will do:</p> <ul style="list-style-type: none"> <li>- Red Carpet</li> <li>- Photo booth frames (magnet, nurses week, hospital week)</li> <li>- Food trucks (donor supported)</li> <li>- Video - "Sounds of Caring" will be shown throughout the days</li> <li>- Raffles</li> <li>- Gift</li> <li>- Magnet pins</li> <li>- Baskets - Virtual Raffle</li> <li>- Awards</li> </ul> <p>Mary asked what they thought of a Hero award during COVID.</p> <p>HR would like to do Movie night - maybe next year when warmer. Take top deck of garage.</p>	<p>Mike Palazzo, BSN, RN-BC, clinical Nurse, 2 Center, thought it all sounds good.</p> <p>re Hero... It would be nice to acknowledge someone but then the question came up - How do you identify just <b>one</b> nurse during COVID-19!?</p>	<p>Celebrate Nurses and Hospital Week, week of November 16.</p>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Transformational Leadership</li> <li><input checked="" type="checkbox"/> Structural Empowerment</li> <li><input checked="" type="checkbox"/> Exemplary Professional Practice</li> <li><input checked="" type="checkbox"/> New Knowledge, Innovations and Improvements</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> People</li> <li><input checked="" type="checkbox"/> Patient Experience</li> <li><input checked="" type="checkbox"/> Quality</li> <li><input checked="" type="checkbox"/> Financial Performance</li> <li><input checked="" type="checkbox"/> Operations</li> </ul>

	Certification breakfast - know that is typically a highlight during nurses week but unsure how we do that virtual.				
RRR Council update and Shared Governance Council Concerns from Judy	<p>Judy shared we have 2 more DAISY Awards to give out for 2020.</p> <p>RRR Council thought it would be nice to have in the lobby a plaque with the date of the DAISY Recipients.</p> <p>All nominations have any type of identifiers redacted. Nominations are scored and highest score is the recipient.</p> <p>RRR need more membership - attendance dwindling. HR is key role. HR Should be bringing turnover and vacancy rates to RRR.</p> <p>PPD - needs new chair.</p> <p>Staffing was discussed at PPD and should be brought up at RRR.</p>	<p>Mary shared we were able to do 2 DAISY Award so far and have a 3<sup>rd</sup> identified.</p> <p>Still have nominees we would like to acknowledge.</p> <p>Would do the 3<sup>rd</sup> Award the week of Nov. 16 but not part of nurses week awards.</p> <p>re RRR membership - Mary suggested maybe take a poll to see what is a good day and time? Maybe take 1 hour from CNO for RRR?</p>	<p>Please visit the nursing website under In the Spotlight to view the DAISY Award - Nomination letter and movie clip.</p> <p>Kathy shared the 2<sup>nd</sup> DAISY movie clip highlighting Tahler Cambriello, BSN, RN, clinical nurse, 5 North and now ICU</p> 	<input checked="" type="checkbox"/> Transformational Leadership <input checked="" type="checkbox"/> Structural Empowerment <input checked="" type="checkbox"/> Exemplary Professional Practice <input checked="" type="checkbox"/> New Knowledge, Innovations and Improvements	<input checked="" type="checkbox"/> People <input checked="" type="checkbox"/> Patient Experience <input checked="" type="checkbox"/> Quality <input checked="" type="checkbox"/> Financial Performance <input checked="" type="checkbox"/> Operations
Request from Candace Huggins - Principal PI	<p>Candace Huggins shared that she is looking for more nurses to participate in the Mindfulness Study. Idea is to reduce stress via using an application on your cell phone.</p> <p>She feels the practice does help and keeps your brain strong.</p>		Candace has 65 participants and needs to get 71... anyone interested please contact Candace.		
Nursing Website Review by Kathy Calabro	<p>Kathy reviewed the following updates to the Nursing Website:</p> <ul style="list-style-type: none"> <li>In the Spotlight <ul style="list-style-type: none"> <li>Magnet Celebration <ul style="list-style-type: none"> <li>Video</li> <li>Pictures</li> </ul> </li> <li>2<sup>nd</sup> DAISY Award - Went to Tahler Cambriello, BSN, RN, clinical nurse, 5 North</li> </ul> </li> </ul>	Would be nice to have banners at all the entrances and coming into the hospital.	Please check out the pictures on the Nursing Website highlighting our Magnet Celebration. Special credit to our Cheerleaders - Mary, Judy, Helen and even Maureen!	<input checked="" type="checkbox"/> Transformational Leadership <input checked="" type="checkbox"/> Structural Empowerment <input checked="" type="checkbox"/> Exemplary Professional Practice <input checked="" type="checkbox"/> New Knowledge, Innovations and Improvements	<input checked="" type="checkbox"/> People <input checked="" type="checkbox"/> Patient Experience <input checked="" type="checkbox"/> Quality <input checked="" type="checkbox"/> Financial Performance <input checked="" type="checkbox"/> Operations

	<div>and now ICU</div> <ul style="list-style-type: none"><li>• The Journal Club</li><li>• Events</li><li>• Phelps Sprout - need to interview<ul style="list-style-type: none"><li>• Hot Topics - October's nursing news is now posted.</li></ul></li></ul>				
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