

<b>Meeting Name</b>	<b>CNO Advisory Council</b>		<b>Council/Meeting Minutes</b>	Please check off all components and indicators that relate to each topic being discussed.	
<b>Location</b>	<b>Boardroom</b>				
<b>Date</b>	02/19/2020				
<b>Time</b>	<b>3:00 pm - 5:00 pm</b>				
<b>Conducted By</b>	Mary McDermott, MSN, RN, NEA-BC				
<b>Recorder</b>	Kathleen Calabro, Magnet Data Analyst				
<b>Topic/ Facilitator</b>	<b>Discussion</b>	<b>Staff Input &amp; Feedback</b>	<b>Action</b>	<b>Magnet Components</b>	<b>Strategic Plan Indicator</b>
Review of previous minutes 1/15/20 Moved to March.				<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
Things planned at the system level by Mary McDermott	<p>Maureen White the CNO from the system wanted to see if there are common themes among all the hospitals. The system wide focus is the need to create a healthy work environment - How to handle job stress and improve work life balance.</p> <p>On 2/25 we have 5 nurses attending a Northwell Magnet program.</p> <p>There is also a Nursing Leadership that 6 members from Phelps will be attending.</p>		Town Halls start Monday. Please try to attend.	<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>Professional Development:</p> <ul style="list-style-type: none"> <li>- Evaluations</li> <li>- FNP options</li> </ul> <p>by Mary McDermott</p>	<p>Mary shared that the self-appraisal and peer feedback are due to be completed by 3/31. Your manager will use your self and peer feedback will be used to complete your review.</p> <p>-----</p> <p>Mary was asked to bring up that if you are in an NP program you need to ensure your program matches where you desire to work. If you want to work in acute care, you cannot have an FNP. An FNP cannot be a hospitalist.</p> <p>The APRNs have their own shared governance council. They have met 3 times thus far. The last meeting there was a case review and was a great example of collaboration.</p>	<p>Judy shared the review process was discussed at Professional Practice and Development. Key points:</p> <ul style="list-style-type: none"> <li>• Your self-appraisal and peer are used to help create your professional goals. This is a requirement.</li> <li>• Eventually we will want to move to a face-to-face peer evaluation. Last year we made anonymous based on this council's recommendation. APRNs are doing face-to-face peer review.</li> </ul> <p>Kathy shared how some people are using the peer review template to help when complete their self-appraisal. Examples are especially helpful.</p>	<p>All reviews will be face to face with your manager. It is ok to manage up and schedule your review.</p> <p>----</p> <p>The NPs are willing to mentor anyone that would like some advice.</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 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>
<p>Updates to the Nursing Website presented by Kathy Calabro</p>	<p>Kathy reviewed the following:</p> <p>New additions to the shared governance council page:</p> <ul style="list-style-type: none"> <li>- RRR Council added to</li> <li>- APRN Council added</li> </ul> <p>Please remember to view and blog on the Journal Club page. If you have a journal article you would like to post, please email Doreen Wall and Kathleen Calabro.</p> <p>Reviewed:</p> <ul style="list-style-type: none"> <li>- In the spotlight</li> <li>- February Nursing News - The "Fab 5" -</li> </ul> <p>Thank you to all the nurses - without</p>		<p>Please encourage your unit to view the nursing website, read journal articles and post your comments.</p> <p>If you travel and take a picture with your phelps logo, please send picture with a brief description to <a href="mailto:kcalabro@northwell.edu">kcalabro@northwell.edu</a>.</p> <p>Be on the lookout for our next Phelps Sprout interview.</p> <p>Thank you!</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 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>

	you and your dedication, we could never be on this Magnet Journey!				
Update on the shared governance councils presented by Judy Dillworth, PhD, RN, CCRN-K, NEA- BC, FCCM	<p>Judy shared that today's shared governance council day was really inspirational due to the council member's energy and collaboration!</p> <p><b>Recruitment, Retention, and Recognition (RRR)</b> Council met at 8:00. In January we started the DAISY Award - recognition for clinical nurses. We have 3 valid entries and need to have at least 5 by the end of March to be robust.</p> <p><b>New Knowledge &amp; Innovation</b> met at 9:00. EBP need to be vetted through the NK Council. Matt Thompson, clinical nurse in the OR presented his project today. Will meet with Peggy Tallier and Judy to better define his PICO question.</p> <p><b>Professional Practice and Development</b> met at 11:00. We had a great meeting and broke out into groups to brainstorm and define "What does great look like" regarding a healthy work environment. The 6 components for a healthy work environment are:</p> <ol style="list-style-type: none"> <li>1. Skilled Communication</li> <li>2. Meaningful Recognition</li> <li>3. True Collaboration</li> <li>4. Authentic Leadership</li> <li>5. Appropriate Staffing</li> <li>6. Effective Decision Making</li> </ol>	<p>Mary shared that the healthy work environment is a system problem. Mary was wondering if what was put together at PPD would be helpful for the Phelps reps to bring to Northwell.</p> <p>Mary shared that they had an initial nursing informatics meeting today with Maureen Lopez.</p> <p>The following opportunities identified:</p> <ul style="list-style-type: none"> <li>- Amount of time to document (estimated 40% of shift is spent documenting, some regulatory but some not)</li> <li>- Certain time of day particular tasks could be completed.</li> <li>- Reduce redundancy.</li> </ul> <p>Jacqueline Pisano, BSN, RN, CGNR, shared that when they went from paper to meditech they did not always feel heard. Kathy</p>	If anyone is interested in being a Research Fellow, contact Cherry Fuentes or Organizational Development.	<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 checked="" type="checkbox"/> Patient Experience <input checked="" type="checkbox"/> Quality <input checked="" type="checkbox"/> Financial Performance <input checked="" type="checkbox"/> Operations

	<p>(See page -</p> <p><b>Quality &amp; Safety</b> at 1:00. Kathy reviewed the Magnet Fab 5 Documents with the council:</p> <ul style="list-style-type: none"> <li>- RN Satisfaction</li> <li>- Inpatient Clinical Indicators</li> <li>- Ambulatory Clinical Indicators</li> <li>- Inpatient Patient Satisfaction</li> <li>- Ambulatory Patient Satisfaction</li> </ul>	<p>recommended that now they are in 6 months with the new documentation process that it would be beneficial to document what is working well and where there are more opportunities for improvement.</p>			
Open discussion on staffing	<p>Judy shared that Tahler Cambriello spoke very eloquently at NK about being frustrated with staffing on 5 North (although she doesn't think just her unit) along with her fear we are going to lose good people. She did not want to complain but is concerned with the current staffing challenges and that they are not able to provide the very best patient care that they want.</p> <p>Lina Salazar, BSN,RN, clinical nurse on 5 South shared that she recently had a 6:1 ratio and was concerned. The nurses appreciate when nurse float in to help but are worried when the nurses are not critically care prepared.</p>	<p>Mary has asked the directors to take a look at what is happening on days and nights and to identify opportunities for improvements. Need to verify the list at night is accurate.</p> <p>Members agree that the med rec being completed prior to patient arriving on the floor has been an enormous help.</p> <p>Float pool of Techs have also been helpful and looking forward to float pool of RNs. Mary shared that we are hoping to have critical care nurses in the float pool.</p> <p>The telesitter program should also provide some relief as we take advantage of all the available monitors.</p>		<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 checked="" type="checkbox"/> Patient Experience <input checked="" type="checkbox"/> Quality <input checked="" type="checkbox"/> Financial Performance <input checked="" type="checkbox"/> Operations
Open Discussion	<p>Alice Mulligan, BSN, RN asked why we can't go to Sunrise?</p> <p>Alice also brought up the need for an acuity system to better schedule staffing. Connie in ICU worked on a project regarding staffing and acuity.</p>	<p>Mary agreed that Meditech has many limitations but we have a contract that we are currently unable to break. Steve Giammenttei, AAS, RN, shared how difficult it is on the Infusion side where the physicians will only use sunrise and then scan the</p>		<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 checked="" type="checkbox"/> Patient Experience <input checked="" type="checkbox"/> Quality <input checked="" type="checkbox"/> Financial Performance <input checked="" type="checkbox"/> Operations

		orders to have them put into Meditech.			
		Mary asked if anyone had an acuity system they used elsewhere that worked well.			
Open Discussion	<p>Kathryn Sherf, BSN, RN (Kate) described her preceptorship. Cheryl and Carolyn were great and supportive.</p> <p>Week 1 – 1 patient/no meds but then progressed to 6 patients on her own. Kate felt it was too much too soon.</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
Magnet Update by Judy Dillworth, PhD, RN, CCRN-K, NEA- BC, FCCM	Please see attached power point presentation. Judy's last slide thanks the people that have recently gone above and beyond to help with the Magnet Document due on April 1, 2020.			<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