



Augusta Health Registered Nurse Professional Development Program

Roadmap Supporting Documentation Template

****One Category per Sheet****

- X Transformational Leadership
- Structural Empowerment
- Exemplary Professional Practice
- New Knowledge, Innovation, & Improvements

Description/Details of Activity:

Member of ANA/VNA/AACN – Utilize resources they can supply for CEU, as well as newspaper sent to home and magazine to keep up to date on the changing environment and hot topics in nursing. ANA sends daily updates via email on changes especially in COVID right now and looks to support the nurse emotionally and physically if needed.

Secondary Preceptor to newly graduated nurses to their new careers. This includes charting, time management, patient care and solidifying their skills on assessment and critical thinking. In addition, educate on procedures, post procedures, and plans of care associated with those procedures.

Unit Council Chair – Create agendas, facilitate meetings, and education of floor staff with unit projects, bring new ideas to meetings from PCU team.

Team Member Engagement Council Member - Share information regarding upcoming events and encouraging others to participate in some of the fun things the TMEC does. Encourage truthfulness on the survey as well as participation. Bring ideas and participate during meetings and continue to be enthusiastic about AH.

Dates of Meetings/Involvement:

See "AH NPDP Supporting Documentation Log" for evidence of dates

Clinician Signature: Anne Ruskey Date 9/15/22

Supporting Signature: Lisa J. Bradley Date 9/15/22

(Must be someone in leadership role or in attendance at the activity/event to verify your involvement)



Augusta Health Registered Nurse Professional Development Program

Supporting Documentation Log

****One Category per Sheet****

- Transformational Leaders
- Structural Empowerment
- Exemplary Professional Practice
- New Knowledge, Innovation, & Improvements

Date	Time (Total Hours)	Activity or Event Name	Name of student / new team member	Activity description / Topics discussed	Validation Signature* (see pg. 2)
1/31/22- 1/31/23		Professional Nursing Organization Member (ANA, AACN, VNA)		Keep up to date on the latest changes in nursing, using for CEU, reading supplied literature on	Lisa Bradley, BSN, RN
4/2/22	12 hrs	Precept Capstone student in last semester prior to graduation (Secondary Preceptor)	Brooklyn Sykes	Orient and visit nursing skills needed for soon to graduate RN program. Teaching of time management, charting, refreshing of skills learned. Ability to manage 4-5 patients alone.	Sabine Dukes, BSN, RN, PCCN-CMC
3/28/22 4/11/22 4/25/22	36 hrs	Precept new nursing to PCU in preparation to being a new floor nurse (Secondary Preceptor)	Madison McCann, RN	Educating on charting, patient flow, time management and increased skill for being a	Sabine Dukes, BSN, RN, PCCN-CMC

				new independent nurse on the hospital floor.	
5/1/22 5/13/22 6/13/22 6/20/22 6/27/22	51 hrs	Precept new nursing to PCU in preparation to being a new floor nurse (Secondary Preceptor)	Dayana Rocabruno, RN	Facilitate skills on charting, patient flow, time management for being a PCU nurse	Sabine Dukes, BSN, RN, PCCN-CMC
8/1/22	12 hrs	Precept new nursing to PCU in preparation to being a new floor nurse (Secondary Preceptor)	Hannah Hillard, RN	Educating on charting, patient flow, time management and increased skill for being a new independent nurse on the hospital floor.	Lisa Bradley, BSN, RN
October 2021 - Present		Chair Unit Council		Create agenda, implements plans, participate in meetings and education of floor staff with unit projects, bring new ideas to meetings from PCU team	Lisa Bradley, BSN, RN
August 2021 - Present		Team Member Engagement Committee Member		Share information regarding upcoming events and encouraging others to participate in some of the fun things the EEC does. Encourage truthfulness on the survey as well as participation.	Justin Hill

				Bring ideas and participate during meetings and continue to be enthusiastic about AH.	

Clinician Name: Anne Bliskey Date: 9/15/22
 Clinician Signature: Anne Bliskey Date: 9/15/22

VALIDATION SIGNATURE PAGE

**Validation signatures must be someone in leadership role or in attendance at the activity/event to verify your involvement in the stated hours on the Supporting Documentation Log*

Activity / Event Name: Professional Nursing Organization Member (ANA, AACN, VNA)
Date: 1/31/22 – 1/31/23

Validation Signature: L. Bradley Date: 9-15-22

Activity / Event Name: Brooklyn Sykes Date: 4/2/22

Validation Signature: AS Dukes Date: 9/15/22

Activity / Event Name: Maddie McCann, RN Date: See log sheet for dates

Validation Signature: AS Dukes Date: 9/15/22

Activity / Event Name: Dayana Rocabruno, RN Date: See log sheet for dates

Validation Signature: AS Dukes Date: 9/15/22

Activity / Event Name: Hannah Hillard, RN Date: See log sheet for dates

Validation Signature: L. Bradley Date: 9/15/22

Activity / Event Name: Chair Unit Council Date: Oct 2021- Present

Validation Signature: L. Bradley Date: 9-15-22

Activity / Event Name: TMEC Member Date: August 2020 - Present

Validation Signature: Jane M Date: 9-15-22

Activity / Event Name: _____ Date: _____

Validation Signature: _____ Date: _____

***Each activity from log on pg. 1 should have a corresponding signature for validation**

American Nurses Association
ANA & State Membership



Anne R Liskey
Virginia Nurses Association
Member ID: 04156838
Expires: 01/31/2023

www.nursingworld.org

**PCU Council
Meeting Minutes
July 14, 2022
Location: 3WCR
Time: 1630-1800**



Nursing’s Mission Statement: *Caring for our community with compassion, skill, and knowledge*

Nursing’s Vision Statement: *Ensuring a legacy by advancing the art and science of nursing through evidenced based practice and collaborative care.*

Progressive Care Unit Council Mission Statement *Provide each patient with unique and competent care. By utilizing a specialized set of skills, wide knowledge base, and a full spectrum of holistic care, we strive to meet the challenges that individuals face with a diverse care team that embraces the distinctive qualities of each other.*

Members	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec
Director: Sabine Dukes, BSN RN, PCCN-CMC		X	X		X		X					
Lisa Bradley							X	-	X			
Chair: Anne Liskey, BSN RN	X	X	X	X	X	X	X	-	X			
Vice-Chair: Amy Rankin, RN	x	X	X	X	X	X	X	-				
Secretary: June Miller, BSN RN	X	X	X	X	X		X					
Susanna Carter, BSN RN-PCCN	X	X	X	X	X	X	X	-	X			
Audrey Martin, BSN RN	X	X	X		X	X	X	-	X			
6 voting members (4 voting members required for quorum) NM = new member (-) = absent x = present												

Welcome & Attendance:

- Approve June Minutes

Hospital Highlights – Professional Development Week

PCU projects/ issues:

- Pathways to Excellence
 - Discussed peer interview process – utilize having interviewee shadow on floor for an hour for peer interview process
 - Expanded Hand washing audits for whole department to keep up with leapfrog – improvement in quantity of audits but rate is down to 90% reminders in huddle about handwashing!!
- Mentorship Program

- Rolling out in July –now live!
- Involvement can be used toward clinical ladder points – can be used for professional development not just new hires
- May pair with mentor/mentee of choice – need more mentees
- Minimum 6-month commitment
- Performance Improvement:
 - Standards of Work checklists
 - Post-mortem SOW – approved and will add to notebook
 - Susanna working on inmate (Custodial Forensic) SOW on how to set up room etc
 - Discussed need to clean up/reorganize SOW notebook – completed but needs to be reviewed.
- PCU Quality Improvement
 - Falls
 - 2 fall to date in July/1 fall September
 - Discussed escalating alarms for moderate fall risk patients with any confusion or per nursing judgment after 2300 – monitoring of process/results in progress – continue with this process as seems to be improving falls
 - Beds continue to be unplugged / not functioning – notify maintenance of faulty equipment and be vigilant – we continued to see this over the weekend. Need to remind staff this needs to be a focus even when busy
 - Under par, party to celebrate accomplishments
- Additional Issues
 - Strict I&Os
 - Trays are being taken and fluid intake not communicated / documented-have we seen improvements on this? Discussion RN/PCT need to be clearing trays and charting. Dietary should not be removing trays.
 - Differences in documentation – Need to improve documentation once consumed!
 - Code drills – need to talk about implementing as we get new grads
 - Upcoming mock drills starting in October on PC led by Susanna and ACLS Gary then going hospital wide
 - June requested setting up admission baskets with everything ready for her to do admissions. Other units are doing this with the techs on nights making them up. Concerns we brought up on the waste of materials as not all materials used for every patient.

Clin Coordinator Corner

- Unit task list to share the load of keeping our unit neat and organized – in command center – list has been created but follow through has not been outstanding, I am working on updating per staff changes. Any thoughts on how to get people more engaged with this? DNV just around the corner. – Huddle reminder about signing off on what we have signed up for to reduce the load when DNV comes in October
- Now have welcome packets for new hires (techs and RN's) as well as for floated nurses. These are to be filled by charge and placed with paperwork for person coming to unit.

Employee Recognition

- Bowl for Employee of the Month submissions at nurse's station – seems to be working better!
- Employee of the month: Claude Gibson

Shared Governance Council:

- PCU representative: Anne Liskey starting in December most likely



**AUGUSTA HEALTH
TEAM MEMBER ENGAGEMENT COUNCIL
MINUTES**

April 20, 2022

Members: (**indicates member participating*)

Sherri Carter, Chairperson	*Dana Shomo
*Justin Hill, Vice Chair	*Danielle McCray
*Brittany Fox, Secretary	*Kiera Barker
*Amy Hougan	*Lindsey Grimm
*Anne Liskey	*Mary Dull
Ashleigh Harman	Michael Lotts
Bethany Lotts	*Michelle Bradley
*Bobbi Hughes	*Trisha Fillion
Byron Crump	*Crystal Lambert
*Brandon Bradshaw	*Michael Falls
*Molly Daniels	*Alex Hall
*Jennifer Evans	*Ronnie Howard
*Megan Howell	*Barbara McCloskey
*Tabitha Keys	*Shelley Payne
*Emily Kwolek	*Michelle Vandevander
*Lara Young	

Advisors: (**indicates advisor participating*)

John Boswell	*Jeff Long
Richard Covington	Mary-Kate DePriest
Katie Adams	Jan Kitts-Cook
Lisa Craig	*Lori Showalter
Andrea Haley	*Susannah Via
Tony Helmick	

I. WELCOME – JUSTIN HILL

Attendance was taken.

II. NEW COUNCIL MEMBER INTRODUCTIONS

Formal introductions and a fun fact about each new council member was shared with the council. Welcome gifts for the new council members were distributed.

III. HOSPITAL WEEK FOOD DRIVE – KRYSTAL MOYERS

All Augusta Health patients are screened for food insecurity when they arrive at our facility. If a patient screens positive for food insecurity, they are referred to the AH Food Pantry Program. This program provides food boxes for patients using shelf-stable foods from the Blue Ridge Area Food Bank (BRAFB) and fresh produce from the Augusta Health/AMI farm. Our grant with the BRAFB ends in June so we will need to start stocking up on shelf-stable foods. During hospital week, Augusta Health will hold a food drive across the campus, in which team members can donate and compete for a \$250 gift card for their department. There is a list of accepted items that was preapproved by our AH dieticians to meet the standards for patients with multiple chronic conditions. Krystal Moyers asks that we take this information and disseminate it across our departments. In addition, there is a volunteer opportunity for council members that are interested to help sort the food and stock our food pantry after the drive has concluded. More information about this volunteer opportunity will be shared with the council later.

IV. TERM EXTENSIONS – JUSTIN HILL

To provide clarity on term limits and extensions for the Team Member Engagement Council, the Ambassador's Subcommittee met and provided the following recommendation:

Term limits will be a strict three-year period, except for representatives elected to an office. Officers will be eligible to serve a consecutive three-year term to fulfill requirements of officer service. This makes it easier for the council to understand exactly when people are rolling off (and less confusing for new officers to keep up and learn). We may have a mass roll off at some point due to team members changing roles. To combat this issue, we will need to continue actively recruiting throughout the year.

TMEC officers will receive the current council charter to ensure the language reflects this decision.

V. SURVEY RESULTS – BRITTANY FOX & JUSTIN HILL

Discussion ensued regarding initial reactions to the survey feedback. The council members shared the things that were surprising to them (i.e. – the large amount of wellness initiatives requested) and the things that were reaffirmed (i.e. – AMG wants to be included more and requests for more food truck events). Council members suggested a rotation of food trucks to be onsite regularly (not paid for by Augusta Health) for team members who want more variety outside of the offerings of the Blue Ridge Café. Council members also expressed frustration regarding the amount of “giving” requests that were received in the survey. Council members were asked to meet with their subcommittee groups to identify two or three potential focus areas and bring their suggestions back to the council during the May 2022 meeting.

VI. SUBCOMMITTEE ASSIGNMENTS – BRITTANY FOX

For new council members, please remember to send your subcommittee selection to Brittany Fox by April 20th.

VII. ADJOURNMENT & NEXT MEETING

The next scheduled meeting of the Employee Engagement Council will take place on May 18, 2022 at 2:00 p.m. in the 3 West Conference Room. There being no further business, the meeting was adjourned at 3:02 p.m.

Respectfully submitted,

Brittany Fox
Secretary, Team Member Engagement Council