SMAART Goals Training
ONA Workshop Offers Strategies, Advice

On Tuesday, June 25, seven Benton County nurses participated in an ONA workshop to prepare SMAART goals. At the end, each nurse developed at least one near-complete goal to present to their manager.

As you know, the County revised the pay for performance (PFP) procedures so that employees work with their manager to develop goals to qualify for the PFP incentive. Since the new procedures require each employee accomplish at least one goal to qualify for the incentive, we recommend nurses develop multiple goals to increase the likelihood they will qualify.

We further recommend goals be written with a focus on what is achievable (or attainable) in one year. In general, the achievement of these goals should not be dependent on someone else.

These goals may be (1) ongoing tasks, (2) completion of a current or future project, or (3) to improve performance in an area. Our ONA leaders are willing to review and critique your goals before you meet with your manager.

Our advice is to save a copy of the approved goals outside NEOGOV in your personal files at home. Indeed, our ONA leaders would like to collect these goals. We would like to have examples of well-written goals and offer suggestions on how to improve them for next time.

For nurses who were not able to attend this workshop, we can host another SMAART training.

Additional Resources:
Benton County Health Department Mission Statement OregonRN.org/52

What are SMAART Goals?

S = Specific (What are you going to do?)
M = Measurable (How much or how many?)
A = Achievable (Is this something I can do?)
R = Agreed Upon (Both your manager and the nurse must agree.)
T = Time-based (When will you achieve it?)
Together, nurses in ONA support safe care of our clients! United, we advocate for adequate staffing and proper clinical procedures. By working jointly, we aggressively defend against unfair employer actions.

We will be hosting “Know Your Rights” workshops in Corvallis in the Fall. We encourage every ONA member to get this training to understand your rights as a worker, how to build nurse power, ONA member benefits, disciplinary procedures and grievances.

This training qualifies you to become an ONA Steward, but there is no obligation to sign up at this time. Just come and learn how we operate.

If you are interested in attending or learning more, please visit our officers or labor representative, Gary Aguiar, by text/call 503-444-0690 or email at Aguiar@OregonRN.org.

We appreciate your support!

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**KNOW YOUR RIGHTS**

ONA wants to make sure all members receive timely communications, ensuring you have the most up-to-date information on your contract, bargaining issues, upcoming votes, nursing research, practice issues and workplace policies. If you are not receiving ONA emails, we can help.

First, check to make sure ONA emails are not being filtered into a junk, spam or clutter folder. Many email providers have built in spam/junk filters or blockers. The filters are intended to prevent you from getting junk mail or spam, but can unintentionally block emails you want to receive. If ONA emails are in one of these folders, flag them as “not junk” and add News@OregonRN.org to your safe sender list.

If there are no ONA emails in those folders and you still aren’t receiving ONA emails, there are various causes listed to the right.

You can fix most problems by simply emailing ONA at News@OregonRN.org with your name, personal email address and the name of the facility you work at in the body of the email.

We will update our records to ensure you don’t miss future ONA emails.

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**Don’t Miss Important ONA Emails**

**Common Reasons for Not Receiving ONA Emails**

1. **Spam/Junk Filters**: Emails from ONA are being flagged as junk or spam by your email service provider.
2. **No Email**: ONA does not have an email on file for you.
3. **Bad Email**: ONA has an incorrect or outdated email on file.
4. **Blocked**: Due to several failed delivery attempts, our system has stopped attempting to send emails to your email address.
5. **Opted Out**: You have opted out of receiving emails.
6. **Work Email Filters**: Some health care systems filter out ONA emails so nurses don’t receive ONA-related emails. This is why we encourage nurses to use their personal email addresses instead of work emails.

**Fixing Problems to Receive ONA Emails**

1. **Check your junk/spam/clutter folder for ONA emails**: Flag ONA emails as “not junk/spam” and add News@OregonRN.org to your safe sender list.
2. **Email ONA**: To fix reasons 2-6, simply email ONA at News@OregonRN.org, and include your name, personal email and facility you work at in the body of the email.