

GSRMC Professional Nursing Care Committee

Date: August 28th, 2013

Members present: Pam Gordon, Cindy Lathrom, Heidi Scheffel, Scott Shaw, and Heidi White

Co-chairs: Pam Gordon and Cindy Lathrom

Recorder: Heidi Scheffel

- A. We welcome a new ONA PNCC representative, Tara Gregory, who took over Sue Davidson's position.
- B. Previous minutes read and approved.
- C. We are looking into possibly doing electronic unsafe staffing reports or at least using a similar form to ONA's Staffing Request and Documentation Form.
- D. We have a new guideline sheet for how to fill out unsafe staffing forms and who to contact. They will be available in the red PNCC binder on each unit.
- E. We are going to be working on a Manager Universal Protocol (or policy) for how managers need to respond to our unsafe staffing reports. This will help with seeing their thought process so the nurse who turned in the report can see what the outcome was.
- F. The next staffing committee meeting will be September 9th at 1430.
- G. We will be posting our PNCC minutes on the intranet under a PNCC folder. We will still be sending them to each unit as well.
- H. We are going to be making some changes to our workshop forms to make them a little bit less confusing and to delete some wording that is unnecessary.
- I. Our next meeting will be September 11th, 2013 in Conference Room B.

Please post on the PNCC bulletin board.